

Department of Social Services

Support Divisions

Fiscal Year 2012 Budget Request

Ronald J. Levy, Director

Printed with Governor's Recommendations

| Page No. | Dept Rank | Decision Item Name | Department Request | | | | | Governor Recommendation | | | | |
|----------|-----------|---|--------------------|-----------|------------|-----------|------------|-------------------------|-----------|------------|-----------|------------|
| | | | FTE | GR | FF | OF | Total | FTE | GR | FF | OF | Total |
| 2 | 1 | Office of Director | | | | | | | | | | |
| | | Core | 6.00 | 326,906 | 11,832 | 55,693 | 394,431 | 5.00 | 326,853 | 11,832 | 55,693 | 394,378 |
| | | Total | 6.00 | 326,906 | 11,832 | 55,693 | 394,431 | 5.00 | 326,853 | 11,832 | 55,693 | 394,378 |
| | | Federal Grants and Donations | | | | | | | | | | |
| 11 | 1 | Core | 0.00 | 0 | 5,929,960 | 24,998 | 5,954,958 | 0.00 | 0 | 5,929,960 | 24,998 | 5,954,958 |
| 17 | 16 | Increased Federal Authority | | 0 | 30,000,000 | 0 | 30,000,000 | | 0 | 0 | 0 | 0 |
| | | Total | 0.00 | 0 | 35,929,960 | 24,998 | 35,954,958 | 0.00 | 0 | 5,929,960 | 24,998 | 5,954,958 |
| | | Human Resource Center | | | | | | | | | | |
| 23 | 1 | Core | 11.52 | 298,770 | 227,144 | 0 | 525,914 | 11.52 | 298,682 | 227,144 | 0 | 525,826 |
| | | Total | 11.52 | 298,770 | 227,144 | 0 | 525,914 | 11.52 | 298,682 | 227,144 | 0 | 525,826 |
| | | Field and Line Staff Training | | | | | | | | | | |
| 33 | 1 | Core | 0.00 | 113,234 | 131,840 | 0 | 245,074 | 0.00 | 109,760 | 131,840 | 0 | 241,600 |
| | | Total | 0.00 | 113,234 | 131,840 | 0 | 245,074 | 0.00 | 109,760 | 131,840 | 0 | 241,600 |
| | | Mo Medicaid Audit & Compliance | | | | | | | | | | |
| 41 | 1 | Core | 0.00 | 0 | 0 | 0 | 0 | 82.00 | 1,668,743 | 2,991,388 | 422,643 | 5,082,774 |
| | | Total | 0.00 | 0 | 0 | 0 | 0 | 82.00 | 1,668,743 | 2,991,388 | 422,643 | 5,082,774 |
| | | Recovery Audit & Compliance Contract | | | | | | | | | | |
| 49 | 999 | Recovery Audit & Compl Contr | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 500,000 | 500,000 |
| | | Total | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 500,000 | 500,000 |
| | | Finance and Administrative Services | | | | | | | | | | |
| 55 | 1 | Core | 81.50 | 2,408,744 | 1,282,679 | 1,565,132 | 5,256,555 | 73.00 | 2,408,553 | 1,282,679 | 1,565,132 | 5,256,364 |
| | | Total | 81.50 | 2,408,744 | 1,282,679 | 1,565,132 | 5,256,555 | 73.00 | 2,408,553 | 1,282,679 | 1,565,132 | 5,256,364 |
| | | Revenue Maximization | | | | | | | | | | |
| 70 | 1 | Core | 0.00 | 0 | 250,000 | 0 | 250,000 | 0.00 | 0 | 250,000 | 0 | 250,000 |
| | | Total | 0.00 | 0 | 250,000 | 0 | 250,000 | 0.00 | 0 | 250,000 | 0 | 250,000 |
| | | Receipt & Disbursement - Refunds | | | | | | | | | | |
| 77 | 1 | Core | 0.00 | 0 | 1,700,000 | 800,000 | 2,500,000 | 0.00 | 0 | 1,700,000 | 800,000 | 2,500,000 |
| | | Total | 0.00 | 0 | 1,700,000 | 800,000 | 2,500,000 | 0.00 | 0 | 1,700,000 | 800,000 | 2,500,000 |
| | | Neglected & Delinquent Children | | | | | | | | | | |
| 84 | 1 | Core | 0.00 | 2,100,000 | 0 | 0 | 2,100,000 | 0.00 | 2,100,000 | 0 | 0 | 2,100,000 |
| | | Total | 0.00 | 2,100,000 | 0 | 0 | 2,100,000 | 0.00 | 2,100,000 | 0 | 0 | 2,100,000 |
| | | Legal Services | | | | | | | | | | |
| 91 | 1 | Core | 125.97 | 1,609,448 | 3,675,444 | 834,143 | 6,119,035 | 120.97 | 1,521,033 | 3,588,380 | 834,143 | 5,943,556 |
| | | Total | 125.97 | 1,609,448 | 3,675,444 | 834,143 | 6,119,035 | 120.97 | 1,521,033 | 3,588,380 | 834,143 | 5,943,556 |
| | | Supports Core Total | 224.99 | 6,857,102 | 13,208,899 | 3,279,966 | 23,345,967 | 292.49 | 8,433,624 | 16,113,223 | 3,702,609 | 28,249,456 |
| | | Total Supports | 224.99 | 6,857,102 | 43,208,899 | 3,279,966 | 53,345,967 | 292.49 | 8,433,624 | 16,113,223 | 4,202,609 | 28,749,456 |

FY12 Department of Social Services Report #9

DECISION ITEM SUMMARY

| Budget Unit | | | | | | | | | |
|--------------------------------|------------------|-------------|------------------|-------------|------------------|-------------|------------------|-------------|--|
| Decision Item | FY 2010 | FY 2010 | FY 2011 | FY 2011 | FY 2012 | FY 2012 | FY 2012 | FY 2012 | |
| Budget Object Summary | ACTUAL | ACTUAL | BUDGET | BUDGET | DEPT REQ | DEPT REQ | GOV REC | GOV REC | |
| Fund | DOLLAR | FTE | DOLLAR | FTE | DOLLAR | FTE | DOLLAR | FTE | |
| OFFICE OF DIRECTOR | | | | | | | | | |
| CORE | | | | | | | | | |
| PERSONAL SERVICES | | | | | | | | | |
| GENERAL REVENUE | 334,044 | 4.59 | 286,483 | 4.74 | 286,483 | 4.74 | 286,483 | 3.74 | |
| DEPT OF SOC SERV FEDERAL & OTH | 12,448 | 0.17 | 10,403 | 0.26 | 10,403 | 0.26 | 10,403 | 0.26 | |
| CHILD SUPPORT ENFORCEMENT FUND | 47,391 | 0.65 | 39,213 | 1.00 | 39,213 | 1.00 | 39,213 | 1.00 | |
| TOTAL - PS | 393,883 | 5.41 | 336,099 | 6.00 | 336,099 | 6.00 | 336,099 | 5.00 | |
| EXPENSE & EQUIPMENT | | | | | | | | | |
| GENERAL REVENUE | 43,200 | 0.00 | 40,485 | 0.00 | 40,423 | 0.00 | 40,370 | 0.00 | |
| DEPT OF SOC SERV FEDERAL & OTH | 654 | 0.00 | 1,429 | 0.00 | 1,429 | 0.00 | 1,429 | 0.00 | |
| CHILD SUPPORT ENFORCEMENT FUND | 16,408 | 0.00 | 16,480 | 0.00 | 16,480 | 0.00 | 16,480 | 0.00 | |
| TOTAL - EE | 60,262 | 0.00 | 58,394 | 0.00 | 58,332 | 0.00 | 58,279 | 0.00 | |
| TOTAL | 454,145 | 5.41 | 394,493 | 6.00 | 394,431 | 6.00 | 394,378 | 5.00 | |
| GRAND TOTAL | \$454,145 | 5.41 | \$394,493 | 6.00 | \$394,431 | 6.00 | \$394,378 | 5.00 | |



CORE DECISION ITEM

Department: Social Services
Division: Office of Director
Core: Office of Director

Budget Unit: 88712C

1. CORE FINANCIAL SUMMARY

| FY 2012 Budget Request | | | | |
|------------------------|---------|---------|--------|---------|
| | GR | Federal | Other | Total |
| PS | 286,483 | 10,403 | 39,213 | 336,099 |
| EE | 40,423 | 1,429 | 16,480 | 58,332 |
| PSD | | | | |
| TRF | | | | |
| Total | 326,906 | 11,832 | 55,693 | 394,431 |
| FTE | 4.74 | 0.26 | 1.00 | 6.00 |

| | | | | |
|--------------------|---------|-------|--------|---------|
| Est. Fringe | 159,428 | 5,789 | 21,822 | 187,039 |
|--------------------|---------|-------|--------|---------|

Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.

Other Funds: Child Support Enforcement Collections Fund (0169)

| FY 2012 Governor's Recommendation | | | | |
|-----------------------------------|---------|---------|--------|---------|
| | GR | Federal | Other | Total |
| PS | 286,483 | 10,403 | 39,213 | 336,099 |
| EE | 40,370 | 1,429 | 16,480 | 58,279 |
| PSD | | | | |
| TRF | | | | |
| Total | 326,853 | 11,832 | 55,693 | 394,378 |
| FTE | 3.74 | 0.26 | 1.00 | 5.00 |

| | | | | |
|--------------------|---------|-------|--------|---------|
| Est. Fringe | 159,428 | 5,789 | 21,822 | 187,039 |
|--------------------|---------|-------|--------|---------|

Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.

Other Funds: Child Support Enforcement Collections Fund (0169)

2. CORE DESCRIPTION

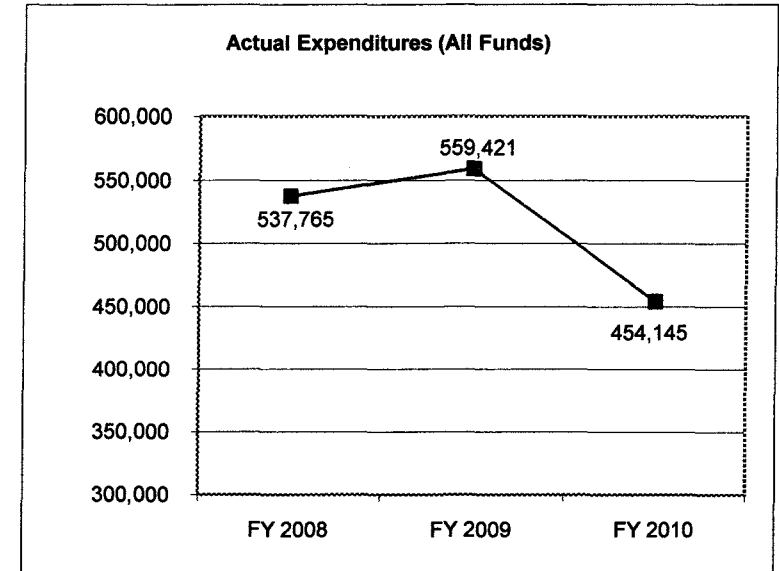
Core operating budget for the Office of the Director.

3. PROGRAM LISTING (list programs included in this core funding)

Office of the Director.

4. FINANCIAL HISTORY

| | FY 2008 Actual | FY 2009 Actual | FY 2010 Actual | FY 2011 Current Yr. |
|---------------------------------|-------------------|-------------------|-------------------|------------------------|
| Appropriation (All Funds) | 553,766 | 567,056 | 468,663 | 394,493 |
| Less Reverted (All Funds) | (14,321) | (3,721) | (13,443) | N/A |
| Budget Authority (All Funds) | 539,445 | 563,335 | 455,220 | N/A |
| Actual Expenditures (All Funds) | 537,765 | 559,421 | 454,145 | N/A |
| Unexpended (All Funds) | 1,680 | 3,914 | 1,075 | N/A |
| Unexpended, by Fund: | | | | |
| General Revenue | 1,187 | 3,823 | 214 | N/A |
| Federal | 431 | 9 | 777 | N/A |
| Other | 62 | 82 | 84 | N/A |



Reverted includes Governor's standard 3 percent reserve (when applicable) and any extraordinary expenditure restrictions.

NOTES:

CORE RECONCILIATION DETAIL

DEPARTMENT OF SOCIAL SERVICES
OFFICE OF DIRECTOR

5. CORE RECONCILIATION DETAIL

| | | | | Budget Class | FTE | GR | Federal | Other | Total | Explanation |
|---|------|------|----|-------------------------|---------------|----------------|----------------|---------------|----------------|--|
| TAFP AFTER VETOES | | | | | | | | | | |
| | | | | PS | 6.00 | 286,483 | 10,403 | 39,213 | 336,099 | |
| | | | | EE | 0.00 | 40,485 | 1,429 | 16,480 | 58,394 | |
| | | | | Total | 6.00 | 326,968 | 11,832 | 55,693 | 394,493 | |
| DEPARTMENT CORE ADJUSTMENTS | | | | | | | | | | |
| Core Reduction | 998 | 4334 | EE | | 0.00 | (62) | 0 | 0 | (62) | FY11 expenditure restriction for mileage and prof services |
| Core Reallocation | 469 | 4333 | PS | | 0.00 | 0 | 0 | 0 | (0) | |
| Core Reallocation | 469 | 3577 | PS | | 0.00 | 0 | 0 | 0 | 0 | |
| Core Reallocation | 469 | 2956 | PS | | 0.00 | 0 | 0 | 0 | 0 | |
| NET DEPARTMENT CHANGES | | | | | 0.00 | (62) | 0 | 0 | (62) | |
| DEPARTMENT CORE REQUEST | | | | | | | | | | |
| | | | | PS | 6.00 | 286,483 | 10,403 | 39,213 | 336,099 | |
| | | | | EE | 0.00 | 40,423 | 1,429 | 16,480 | 58,332 | |
| | | | | Total | 6.00 | 326,906 | 11,832 | 55,693 | 394,431 | |
| GOVERNOR'S ADDITIONAL CORE ADJUSTMENTS | | | | | | | | | | |
| Core Reduction | 1900 | 4334 | EE | | 0.00 | (53) | 0 | 0 | (53) | FY12 Core Reductions |
| Core Reduction | 2005 | 4333 | PS | | (1.00) | 0 | 0 | 0 | 0 | Empty FTE |
| NET GOVERNOR CHANGES | | | | | (1.00) | (53) | 0 | 0 | (53) | |
| GOVERNOR'S RECOMMENDED CORE | | | | | | | | | | |
| | | | | PS | 5.00 | 286,483 | 10,403 | 39,213 | 336,099 | |

CORE RECONCILIATION DETAIL

DEPARTMENT OF SOCIAL SERVICES

OFFICE OF DIRECTOR

5. CORE RECONCILIATION DETAIL

| | Budget Class | FTE | GR | Federal | Other | Total | Explanation |
|------------------------------------|-------------------------|-------------|----------------|----------------|---------------|----------------|--------------------|
| GOVERNOR'S RECOMMENDED CORE | | | | | | | |
| | EE | 0.00 | 40,370 | 1,429 | 16,480 | 58,279 | |
| | Total | 5.00 | 326,853 | 11,832 | 55,693 | 394,378 | |

FLEXIBILITY REQUEST FORM

| | |
|---|-------------------------------------|
| BUDGET UNIT NUMBER: 88712C | DEPARTMENT: Social Services |
| BUDGET UNIT NAME: Office of Director | DIVISION: Office of Director |

1. Provide the amount by fund of personal service flexibility and the amount by fund of expense and equipment flexibility you are requesting in dollar and percentage terms and explain why the flexibility is needed. If flexibility is being requested among divisions, provide the amount by fund of flexibility you are requesting in dollar and percentage terms and explain why the flexibility is needed.

| |
|---------------------------|
| DEPARTMENT REQUEST |
|---------------------------|

| Section | PS or E&E | Core | % Flex Requested | Flex Requested Amount |
|----------------------|-----------|-----------|------------------|-----------------------|
| | PS | \$336,099 | 25% | \$84,024 |
| | E&E | \$58,332 | 25% | \$14,583 |
| <i>Total Request</i> | | \$394,431 | | \$98,607 |

2. Estimate how much flexibility will be used for the budget year. How much flexibility was used in the Prior Year Budget and the Current Year Budget? Please specify the amount.

| PRIOR YEAR ACTUAL AMOUNT OF FLEXIBILITY USED | CURRENT YEAR ESTIMATED AMOUNT OF FLEXIBILITY THAT WILL BE USED | BUDGET REQUEST ESTIMATED AMOUNT OF FLEXIBILITY THAT WILL BE USED |
|---|--|--|
| \$0 | H.B. 11 language allows for up to 25% flexibility for all funds between personal services and expense and equipment. | 25% flexibility is being requested in all funds. |

3. Please explain how flexibility was used in the prior and/or current years.

| | |
|--|---|
| PRIOR YEAR EXPLAIN ACTUAL USE | CURRENT YEAR EXPLAIN PLANNED USE |
|--|---|

25% flexibility granted for all appropriations, funds were not utilized.

Flexibility allows DSS to utilize and manage funds in the most efficient and effective manner. Uses will be determined on an "as needed" basis.

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FY12 Department of Social Services Report #10

DECISION ITEM DETAIL

| Budget Unit | FY 2010 | FY 2010 | FY 2011 | FY 2011 | FY 2012 | FY 2012 | FY 2012 | FY 2012 |
|--------------------------------|------------------|-------------|------------------|-------------|------------------|-------------|------------------|-------------|
| Decision Item | ACTUAL | ACTUAL | BUDGET | BUDGET | DEPT REQ | DEPT REQ | GOV REC | GOV REC |
| Budget Object Class | DOLLAR | FTE | DOLLAR | FTE | DOLLAR | FTE | DOLLAR | FTE |
| OFFICE OF DIRECTOR | | | | | | | | |
| CORE | | | | | | | | |
| STATE DEPARTMENT DIRECTOR | 120,001 | 1.00 | 120,000 | 1.00 | 120,000 | 1.00 | 120,000 | 1.00 |
| DEPUTY STATE DEPT DIRECTOR | 102,612 | 1.00 | 102,612 | 1.00 | 102,612 | 1.00 | 102,612 | 1.00 |
| DESIGNATED PRINCIPAL ASST DEPT | 68,250 | 1.00 | 0 | 1.00 | 34,125 | 0.50 | 34,125 | 0.50 |
| MISCELLANEOUS PROFESSIONAL | 589 | 0.01 | 0 | 0.00 | 0 | 0.00 | 0 | 0.00 |
| SPECIAL ASST OFFICE & CLERICAL | 102,431 | 2.40 | 113,487 | 3.00 | 79,362 | 3.50 | 79,362 | 2.50 |
| TOTAL - PS | 393,883 | 5.41 | 336,099 | 6.00 | 336,099 | 6.00 | 336,099 | 5.00 |
| TRAVEL, IN-STATE | 7,251 | 0.00 | 4,769 | 0.00 | 5,992 | 0.00 | 5,989 | 0.00 |
| TRAVEL, OUT-OF-STATE | 5,975 | 0.00 | 7,462 | 0.00 | 3,000 | 0.00 | 3,000 | 0.00 |
| SUPPLIES | 13,391 | 0.00 | 12,693 | 0.00 | 12,693 | 0.00 | 12,693 | 0.00 |
| PROFESSIONAL DEVELOPMENT | 20,135 | 0.00 | 12,156 | 0.00 | 16,947 | 0.00 | 16,947 | 0.00 |
| COMMUNICATION SERV & SUPP | 10,804 | 0.00 | 10,504 | 0.00 | 10,504 | 0.00 | 10,504 | 0.00 |
| PROFESSIONAL SERVICES | 979 | 0.00 | 6,159 | 0.00 | 5,103 | 0.00 | 5,053 | 0.00 |
| HOUSEKEEPING & JANITORIAL SERV | 96 | 0.00 | 60 | 0.00 | 61 | 0.00 | 61 | 0.00 |
| M&R SERVICES | 461 | 0.00 | 1,291 | 0.00 | 1,011 | 0.00 | 1,011 | 0.00 |
| OFFICE EQUIPMENT | 0 | 0.00 | 1,004 | 0.00 | 1,004 | 0.00 | 1,004 | 0.00 |
| OTHER EQUIPMENT | 0 | 0.00 | 369 | 0.00 | 369 | 0.00 | 369 | 0.00 |
| BUILDING LEASE PAYMENTS | 50 | 0.00 | 76 | 0.00 | 77 | 0.00 | 77 | 0.00 |
| EQUIPMENT RENTALS & LEASES | 1,095 | 0.00 | 1,351 | 0.00 | 1,071 | 0.00 | 1,071 | 0.00 |
| MISCELLANEOUS EXPENSES | 25 | 0.00 | 500 | 0.00 | 500 | 0.00 | 500 | 0.00 |
| TOTAL - EE | 60,262 | 0.00 | 58,394 | 0.00 | 58,332 | 0.00 | 58,279 | 0.00 |
| GRAND TOTAL | \$454,145 | 5.41 | \$394,493 | 6.00 | \$394,431 | 6.00 | \$394,378 | 5.00 |
| GENERAL REVENUE | \$377,244 | 4.59 | \$326,968 | 4.74 | \$326,906 | 4.74 | \$326,853 | 3.74 |
| FEDERAL FUNDS | \$13,102 | 0.17 | \$11,832 | 0.26 | \$11,832 | 0.26 | \$11,832 | 0.26 |
| OTHER FUNDS | \$63,799 | 0.65 | \$55,693 | 1.00 | \$55,693 | 1.00 | \$55,693 | 1.00 |

PROGRAM DESCRIPTION

Department: Social Services

Program Name: Office of Director

Program is found in the following core budget(s): Office of Director

1. What does this program do?

PROGRAM SYNOPSIS: The role of the Office of the Director is to provide leadership and direction for nearly 7,700 employees of the six divisions of the Department of Social Services (DSS).

In its leadership role, the Office of the Director operates using the guiding principles of:

- Results for the people of Missouri;
- Excellence in customer service;
- Proficiency of performance;
- Integrity of stewardship; and
- Accountability

Four program divisions (Children's Division, Family Support Division, Division of Youth Services and MO HealthNet Division) and two support divisions (Divisions of Finance and Administrative Services and Legal Services) report to the Office of the Director. The Office of the Director oversees and coordinates the divisions' programs and services to meet Department goals that:

- Every Missouri child will be safe and live free from child and abuse.
- Every young person served by DYS will become a productive citizen and lead a fulfilling life.
- Every MO HealthNet participant has access to high quality, cost effective health care.
- Every eligible Missourian has access to supports that assist them in overcoming barriers to self reliance.
- DSS will operate with responsiveness, accountability and respect for the public trust.

Department of Social Services current focus areas include:

1. Implementing a strategic plan to improve DSS performance and operations. Key plan objectives include:
 - Develop and implement of a comprehensive plan to revamp and reengineer Medicaid Program Integrity.
 - Increase TANF (Temporary Assistance for Needy Families) work participation rate.
 - Maximize economies of scale in the child support program by piloting specialized-service offices.
 - Consolidate Family Support Division and Children's Division office space to ensure customer access to services, increase efficiencies in staff usage and realize cost savings
 - Consolidate DSS financial operations to streamline processes, gain operational efficiencies and strengthen the "bench" of DSS financial managers.
 - Develop and implement a comprehensive internal communications plan to better inform and engage staff.
 - Restructure and formalize child fatality critical incident review process.
 - Analyze and revamp Medicaid reimbursement methodologies to manage costs and promote quality.
 - Increase community engagement in Division of Youth Services programs to help youth successfully transition to from the juvenile justice system to the community.
2. Studying the federal Patient Protection and Affordable Care Act.
3. Develop and implement a statewide health information exchange (Missouri Health Information Organization-MHIO) and support utilization of electronic health records for hospitals and physicians throughout Missouri.

2. What is the authorization for this program, i.e., federal or state statute, etc.? (Include the federal program number, if applicable.)

State Statute RSMo. 660.010.

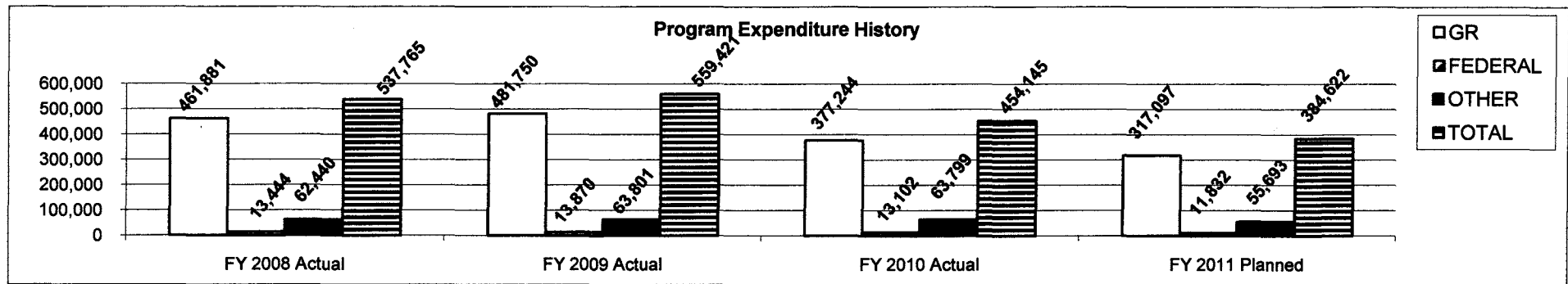
3. Are there federal matching requirements? If yes, please explain.

There is no federal matching requirement. However, expenditures are pooled with other administrative expenditures to earn a federal indirect rate.

4. Is this a federally mandated program? If yes, please explain.

No.

5. Provide actual expenditures for the prior three fiscal years and planned expenditures for the current fiscal year.



6. What are the sources of the "Other " funds?

Child Support Enforcement Collections Fund (0169)

7a. Provide an effectiveness measure.

The Office of the Director supports all Department of Social Services programs. Efficiency measures will be found in the departmental division sections.

7b. Provide an efficiency measure.

7c. Provide the number of clients/individuals served, if applicable.

7d. Provide a customer satisfaction measure, if available.

FY12 Department of Social Services Report #9

DECISION ITEM SUMMARY

| Budget Unit | | | | | | | | | |
|---|---------------------|-------------|--------------------|-------------|---------------------|-------------|--------------------|-------------|--|
| Decision Item | FY 2010 | FY 2010 | FY 2011 | FY 2011 | FY 2012 | FY 2012 | FY 2012 | FY 2012 | |
| Budget Object Summary | ACTUAL | ACTUAL | BUDGET | BUDGET | DEPT REQ | DEPT REQ | GOV REC | GOV REC | |
| Fund | DOLLAR | FTE | DOLLAR | FTE | DOLLAR | FTE | DOLLAR | FTE | |
| FEDERAL GRANTS & DONATIONS | | | | | | | | | |
| CORE | | | | | | | | | |
| PERSONAL SERVICES | | | | | | | | | |
| DEPT OF SOC SERV FEDERAL & OTH | 0 | 0.00 | 1 | 0.00 | 1 | 0.00 | 1 | 0.00 | |
| FAMILY SERVICES DONATIONS | 0 | 0.00 | 1 | 0.00 | 1 | 0.00 | 1 | 0.00 | |
| YOUTH SERVICES TREATMENT | 0 | 0.00 | 1 | 0.00 | 1 | 0.00 | 1 | 0.00 | |
| TOTAL - PS | 0 | 0.00 | 3 | 0.00 | 3 | 0.00 | 3 | 0.00 | |
| EXPENSE & EQUIPMENT | | | | | | | | | |
| DEPT OF SOC SERV FEDERAL & OTH | 4,017,032 | 0.00 | 2,769,002 | 0.00 | 2,769,002 | 0.00 | 2,769,002 | 0.00 | |
| FAMILY SERVICES DONATIONS | 0 | 0.00 | 13 | 0.00 | 13 | 0.00 | 13 | 0.00 | |
| YOUTH SERVICES TREATMENT | 0 | 0.00 | 13 | 0.00 | 13 | 0.00 | 13 | 0.00 | |
| TOTAL - EE | 4,017,032 | 0.00 | 2,769,028 | 0.00 | 2,769,028 | 0.00 | 2,769,028 | 0.00 | |
| PROGRAM-SPECIFIC | | | | | | | | | |
| DEPT OF SOC SERV FEDERAL & OTH | 20,064,285 | 0.00 | 3,160,957 | 0.00 | 3,160,957 | 0.00 | 3,160,957 | 0.00 | |
| FAMILY SERVICES DONATIONS | 0 | 0.00 | 23,985 | 0.00 | 23,985 | 0.00 | 23,985 | 0.00 | |
| YOUTH SERVICES TREATMENT | 0 | 0.00 | 985 | 0.00 | 985 | 0.00 | 985 | 0.00 | |
| TOTAL - PD | 20,064,285 | 0.00 | 3,185,927 | 0.00 | 3,185,927 | 0.00 | 3,185,927 | 0.00 | |
| TOTAL | 24,081,317 | 0.00 | 5,954,958 | 0.00 | 5,954,958 | 0.00 | 5,954,958 | 0.00 | |
| Federal grants increase auth - 1886001 | | | | | | | | | |
| PROGRAM-SPECIFIC | | | | | | | | | |
| DEPT OF SOC SERV FEDERAL & OTH | 0 | 0.00 | 0 | 0.00 | 30,000,000 | 0.00 | 0 | 0.00 | |
| TOTAL - PD | 0 | 0.00 | 0 | 0.00 | 30,000,000 | 0.00 | 0 | 0.00 | |
| TOTAL | 0 | 0.00 | 0 | 0.00 | 30,000,000 | 0.00 | 0 | 0.00 | |
| GRAND TOTAL | \$24,081,317 | 0.00 | \$5,954,958 | 0.00 | \$35,954,958 | 0.00 | \$5,954,958 | 0.00 | |

1/20/11 7:03

lm_disummary

CORE DECISION ITEM

Department: Social Services
Division: Office of Director
Core: Federal Grants and Donations

Budget Unit: 88722C

1. CORE FINANCIAL SUMMARY

| FY 2012 Budget Request | | | |
|------------------------|-----------|--------|-------------|
| GR | Federal | Other | Total |
| PS | 1 | 2 | 3 |
| EE | 2,769,002 | 26 | 2,769,028 |
| PSD | 3,160,957 | 24,970 | 3,185,927 |
| TRF | | | |
| Total | 5,929,960 | 24,998 | 5,954,958 E |

FTE 0.00

| Est. Fringe | 0 | 1 | 1 | 2 |
|---|---|---|---|---|
| Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation. | | | | |

Other Funds: Family Services Donation (0167)
Youth Services Treatment (0843)

Note: An "E" is requested for all funds.

| FY 2012 Governor's Recommendation | | | |
|-----------------------------------|-----------|--------|-------------|
| GR | Federal | Other | Total |
| PS | 1 | 2 | 3 |
| EE | 2,769,002 | 26 | 2,769,028 |
| PSD | 3,160,957 | 24,970 | 3,185,927 |
| TRF | | | |
| Total | 5,929,960 | 24,998 | 5,954,958 E |

FTE 0.00

| Est. Fringe | 0 | 1 | 1 | 2 |
|---|---|---|---|---|
| Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation. | | | | |

Other Funds: Family Services Donation (0167)
Youth Services Treatment (0843)

Note: An "E" is requested for all funds.

2. CORE DESCRIPTION

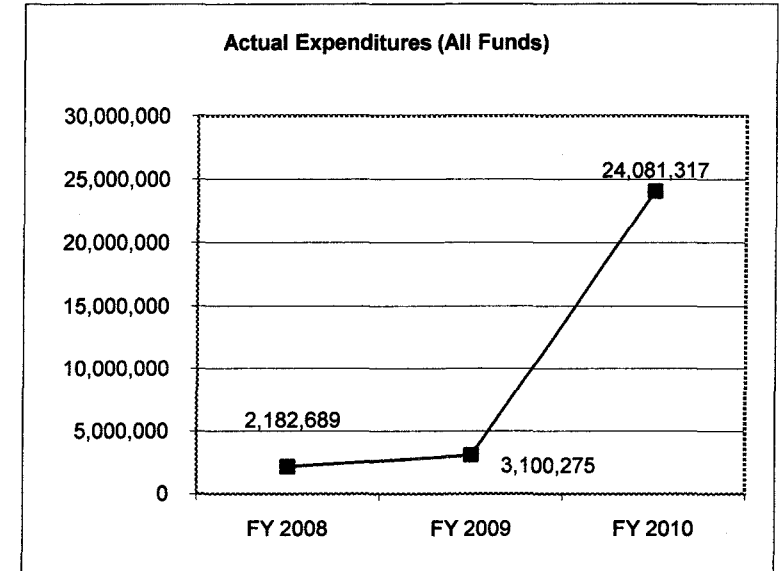
Core budget to receive and spend time limited grants or donations from federal, state or private sources.

3. PROGRAM LISTING (list programs included in this core funding)

Federal Grants and Donations

4. FINANCIAL HISTORY

| | FY 2008 Actual | FY 2009 Actual | FY 2010 Actual | FY 2011 Current Yr. |
|---------------------------------|-------------------|-------------------|-------------------|------------------------|
| Appropriation (All Funds) | 12,004,958 | 10,954,958 | 24,929,960 | 5,954,958 |
| Less Reverted (All Funds) | | | | N/A |
| Budget Authority (All Funds) | 12,004,958 | 10,954,958 | 24,929,960 | N/A |
| Actual Expenditures (All Funds) | 2,182,689 | 3,100,275 | 24,081,317 | N/A |
| Unexpended (All Funds) | 9,822,269 | 7,854,683 | 848,643 | N/A |
| Unexpended, by Fund: | | | | |
| General Revenue | | | | N/A |
| Federal | 9,797,271 | 7,829,779 | 823,645 | N/A |
| Other | 24,998 | 24,904 | 24,998 | N/A |



Reverted includes Governor's standard 3 percent reserve (when applicable) and any extraordinary expenditure restrictions.

NOTES:

The level of federal expenditures is based on the availability of additional federal funding.

FY10--Increase estimated appropriation to pass through payment for Fort Leonard Wood food services to support Blind Enterprise Program.

FY10--July 2010 correcting entry of \$668,481 to show expenditure from the Family Nutrition Program, changing FY10 total to \$23,412,836.

CORE RECONCILIATION DETAIL

DEPARTMENT OF SOCIAL SERVICES**FEDERAL GRANTS & DONATIONS**

5. CORE RECONCILIATION DETAIL

| | Budget Class | FTE | GR | Federal | Other | Total | Explanation |
|------------------------------------|-------------------------|-------------|-----------|------------------|---------------|------------------|--------------------|
| <hr/> | | | | | | | |
| TAFP AFTER VETOES | | | | | | | |
| | PS | 0.00 | 0 | 1 | 2 | 3 | |
| | EE | 0.00 | 0 | 2,769,002 | 26 | 2,769,028 | |
| | PD | 0.00 | 0 | 3,160,957 | 24,970 | 3,185,927 | |
| | Total | 0.00 | 0 | 5,929,960 | 24,998 | 5,954,958 | |
| <hr/> | | | | | | | |
| DEPARTMENT CORE REQUEST | | | | | | | |
| | PS | 0.00 | 0 | 1 | 2 | 3 | |
| | EE | 0.00 | 0 | 2,769,002 | 26 | 2,769,028 | |
| | PD | 0.00 | 0 | 3,160,957 | 24,970 | 3,185,927 | |
| | Total | 0.00 | 0 | 5,929,960 | 24,998 | 5,954,958 | |
| <hr/> | | | | | | | |
| GOVERNOR'S RECOMMENDED CORE | | | | | | | |
| | PS | 0.00 | 0 | 1 | 2 | 3 | |
| | EE | 0.00 | 0 | 2,769,002 | 26 | 2,769,028 | |
| | PD | 0.00 | 0 | 3,160,957 | 24,970 | 3,185,927 | |
| | Total | 0.00 | 0 | 5,929,960 | 24,998 | 5,954,958 | |
| <hr/> | | | | | | | |

FY12 Department of Social Services Report #10

DECISION ITEM DETAIL

| Budget Unit | FY 2010 | FY 2010 | FY 2011 | FY 2011 | FY 2012 | FY 2012 | FY 2012 | FY 2012 |
|---------------------------------------|--------------|---------|-------------|---------|-------------|----------|-------------|---------|
| Decision Item | ACTUAL | ACTUAL | BUDGET | BUDGET | DEPT REQ | DEPT REQ | GOV REC | GOV REC |
| Budget Object Class | DOLLAR | FTE | DOLLAR | FTE | DOLLAR | FTE | DOLLAR | FTE |
| FEDERAL GRANTS & DONATIONS | | | | | | | | |
| CORE | | | | | | | | |
| OTHER | 0 | 0.00 | 3 | 0.00 | 3 | 0.00 | 3 | 0.00 |
| TOTAL - PS | 0 | 0.00 | 3 | 0.00 | 3 | 0.00 | 3 | 0.00 |
| TRAVEL, IN-STATE | 13,344 | 0.00 | 36,002 | 0.00 | 36,002 | 0.00 | 36,002 | 0.00 |
| TRAVEL, OUT-OF-STATE | 10,511 | 0.00 | 24,002 | 0.00 | 24,002 | 0.00 | 24,002 | 0.00 |
| SUPPLIES | 147,520 | 0.00 | 300,002 | 0.00 | 200,002 | 0.00 | 200,002 | 0.00 |
| PROFESSIONAL DEVELOPMENT | 13,511 | 0.00 | 83,002 | 0.00 | 80,002 | 0.00 | 80,002 | 0.00 |
| COMMUNICATION SERV & SUPP | 44,942 | 0.00 | 27,002 | 0.00 | 47,002 | 0.00 | 47,002 | 0.00 |
| PROFESSIONAL SERVICES | 3,728,887 | 0.00 | 2,005,002 | 0.00 | 2,208,002 | 0.00 | 2,208,002 | 0.00 |
| M&R SERVICES | 8,338 | 0.00 | 25,002 | 0.00 | 25,002 | 0.00 | 25,002 | 0.00 |
| COMPUTER EQUIPMENT | 3,214 | 0.00 | 0 | 0.00 | 10,000 | 0.00 | 10,000 | 0.00 |
| MOTORIZED EQUIPMENT | 0 | 0.00 | 150,000 | 0.00 | 50,000 | 0.00 | 50,000 | 0.00 |
| OFFICE EQUIPMENT | 0 | 0.00 | 7,502 | 0.00 | 7,502 | 0.00 | 7,502 | 0.00 |
| OTHER EQUIPMENT | 0 | 0.00 | 68,002 | 0.00 | 38,002 | 0.00 | 38,002 | 0.00 |
| PROPERTY & IMPROVEMENTS | 0 | 0.00 | 2,502 | 0.00 | 2,502 | 0.00 | 2,502 | 0.00 |
| BUILDING LEASE PAYMENTS | 8,600 | 0.00 | 8,502 | 0.00 | 8,502 | 0.00 | 8,502 | 0.00 |
| EQUIPMENT RENTALS & LEASES | 90 | 0.00 | 2,502 | 0.00 | 2,502 | 0.00 | 2,502 | 0.00 |
| MISCELLANEOUS EXPENSES | 38,075 | 0.00 | 30,004 | 0.00 | 30,004 | 0.00 | 30,004 | 0.00 |
| TOTAL - EE | 4,017,032 | 0.00 | 2,769,028 | 0.00 | 2,769,028 | 0.00 | 2,769,028 | 0.00 |
| PROGRAM DISTRIBUTIONS | 20,064,285 | 0.00 | 3,185,927 | 0.00 | 3,185,927 | 0.00 | 3,185,927 | 0.00 |
| TOTAL - PD | 20,064,285 | 0.00 | 3,185,927 | 0.00 | 3,185,927 | 0.00 | 3,185,927 | 0.00 |
| GRAND TOTAL | \$24,081,317 | 0.00 | \$5,954,958 | 0.00 | \$5,954,958 | 0.00 | \$5,954,958 | 0.00 |
| GENERAL REVENUE | \$0 | 0.00 | \$0 | 0.00 | \$0 | 0.00 | \$0 | 0.00 |
| FEDERAL FUNDS | \$24,081,317 | 0.00 | \$5,929,960 | 0.00 | \$5,929,960 | 0.00 | \$5,929,960 | 0.00 |
| OTHER FUNDS | \$0 | 0.00 | \$24,998 | 0.00 | \$24,998 | 0.00 | \$24,998 | 0.00 |

PROGRAM DESCRIPTION

Department: Social Services

Program Name: Federal Grants and Donations

Program is found in the following core budget(s): Federal Grants and Donations

1. What does this program do?

PROGRAM SYNOPSIS: This appropriation provides a mechanism for the Department to receive and expend grants or donations from federal, state or private sources.

This appropriation provides the Department with a centralized administrative mechanism to receive and expend new grants as they become available during the fiscal year. The Division of Finance and Administrative Services coordinates the use of this authority for the Department as divisions pursue sources other than General Revenue for funding. New funding sources and new grants provide opportunities to sustain a level of service delivery and fund program development that will better serve Missourians. Without this appropriation, the Department would be forced to delay use of new grants and donations until emergency or supplemental appropriations are approved.

The Department uses this flexible appropriation language to spend miscellaneous grants and donations that are received through the fiscal year. The flexible language provides the opportunity to capitalize on changes in federal fiscal policy should it result in new private or federal grants not presently available or foreseen. This appropriation is primarily used for one-time and/or time-limited federal grants and may support a wide variety of expenditures, including staff, if called on or required, for effective administration of the grant or donation.

Multiple year grants that are first spent through this appropriation are transferred to the grantee Division's budget through the appropriation process when it is anticipated that funding will continue for years after it is first received. Exceptions to this rule are made in those cases when the Department is acting in an administrative capacity.

Grants awarded that will utilize this appropriation to expend funds during FY12 are as follows:

Youth Services Donations
Internet Cyber Crime Grant
Money Follows the Person
Title I
Randolph Sheppard Act (pass through for Fort Leonard Wood Contractor)
Early Childhood Activity Council
Casey Family Programs
ADRC Nursing Home Transition
Special Improvement Project--US Department of Health & Human Services

2. What is the authorization for this program, i.e., federal or state statute, etc.? (Include the federal program number, if applicable.)

Section 660 RSMo.

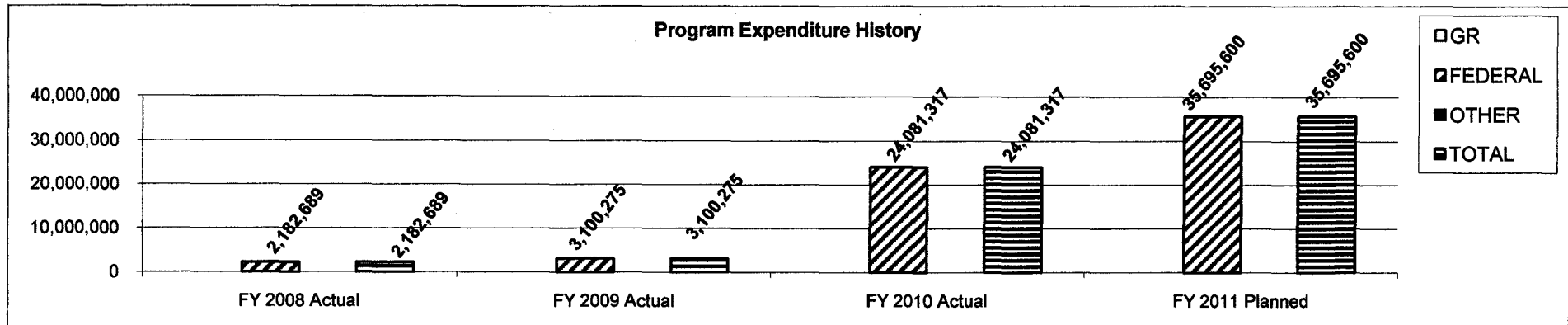
3. Are there federal matching requirements? If yes, please explain.

Some federal grants require a state match. State matches are paid from the grantee Division's budget. The percentage of required state match depends on the grant.

4. Is this a federally mandated program? If yes, please explain.

No.

5. Provide actual expenditures for the prior three fiscal years and planned expenditures for the current fiscal year.



FY10--July 2010 correcting entry of \$668,481 to show expenditure from the Family Nutrition Program, changing FY10 total to \$23,412,836.

FY10--Payments for Fort Leonard Wood food services Business Enterprises Program actual is \$19,519,416.

FY11--Payments for Fort Leonard Wood food services Business Enterprises Program estimated is \$29,660,000.

There is a FY2012 new decision item in FSD to continue these payments.

6. What are the sources of the "Other " funds?

Family Services Donation (0167) and Youth Services Treatment (0843).

7a. Provide an effectiveness measure.

Effectiveness is measured in the division or program using the funds.

7b. Provide an efficiency measure.

Efficiency is measured in the division or program using the funds.

7c. Provide the number of clients/individuals served, if applicable.

7d. Provide a customer satisfaction measure, if available.

NEW DECISION ITEM

RANK: 16

Department: Social Services

Division: Office of Director

DI Name: Federal Grants & Donations Increased Federal Authority

Budget Unit: 88722C

DI#: 1886001

1. AMOUNT OF REQUEST

| | FY 2012 Budget Request | | | |
|-------|------------------------|------------|-------|------------|
| | GR | Federal | Other | Total |
| PS | | | | |
| EE | | | | |
| PSD | | 30,000,000 | | 30,000,000 |
| TRF | | | | |
| Total | | 30,000,000 | | 30,000,000 |

FTE 0.00

| | | | | |
|-------------|---|---|---|---|
| Est. Fringe | 0 | 0 | 0 | 0 |
|-------------|---|---|---|---|

Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.

Other Funds:

| | FY 2012 Governor's Recommendation | | | |
|-------|-----------------------------------|---------|-------|-------|
| | GR | Federal | Other | Total |
| PS | | | | |
| EE | | | | |
| PSD | | | | |
| TRF | | | | |
| Total | | | | 0 |

FTE 0.00

| | | | | |
|-------------|---|---|---|---|
| Est. Fringe | 0 | 0 | 0 | 0 |
|-------------|---|---|---|---|

Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.

Other Funds:

2. THIS REQUEST CAN BE CATEGORIZED AS:

| | | |
|--|--|--|
| <input type="checkbox"/> New Legislation | <input type="checkbox"/> New Program | <input type="checkbox"/> Fund Switch |
| <input type="checkbox"/> Federal Mandate | <input type="checkbox"/> Program Expansion | <input type="checkbox"/> Cost to Continue |
| <input type="checkbox"/> GR Pick-Up | <input type="checkbox"/> Space Request | <input type="checkbox"/> Equipment Replacement |
| <input type="checkbox"/> Pay Plan | <input checked="" type="checkbox"/> Other: Increase Budget Authority | |

3. WHY IS THIS FUNDING NEEDED? PROVIDE AN EXPLANATION FOR ITEMS CHECKED IN #2. INCLUDE THE FEDERAL OR STATE STATUTORY OR CONSTITUTIONAL AUTHORIZATION FOR THIS PROGRAM.

The Randolph-Sheppard Act provides blind vendors with a preference for certain federal contracts, including military food services. The Department of Social Services, as the agency administering the Rehabilitation for the Blind program in the state of Missouri, has entered into a contract with the Department of Defense to provide full food services at Fort Leonard Wood. The role of the Department of Social Services is to facilitate the contract arrangement on behalf of the blind vendor. Payments from the Department of Defense are received by the Department of Social Services, deposited into the State Treasury and paid out to subcontractor E.D.P. Enterprises, Inc. for its services under the contract. Grants and Donations appropriation authority is currently used to make these payments. The needs of this contract exceed the existing appropriation authority.

This decision item is being recommended by the Governor as a new section within the Family Support Division named Business Enterprises.

4. DESCRIBE THE DETAILED ASSUMPTIONS USED TO DERIVE THE SPECIFIC REQUESTED AMOUNT. (How did you determine that the requested number of FTE were appropriate? From what source or standard did you derive the requested levels of funding? Were alternatives such as outsourcing or automation considered? If based on new legislation, does request tie to TAFP fiscal note? If not, explain why. Detail which portions of the request are one-times and how those amounts were calculated.)

The average monthly invoice paid to E.D.P. Enterprises, Inc. is \$2.5 million.

\$2.5 million x 12 = \$30.0 million.

5. BREAK DOWN THE REQUEST BY BUDGET OBJECT CLASS, JOB CLASS, AND FUND SOURCE. IDENTIFY ONE-TIME COSTS.

| Budget Object Class/Job Class | Dept Req GR DOLLARS | Dept Req GR FTE | Dept Req FED DOLLARS | Dept Req FED FTE | Dept Req OTHER DOLLARS | Dept Req OTHER FTE | Dept Req TOTAL DOLLARS | Dept Req TOTAL FTE | Dept Req One-Time DOLLARS |
|-------------------------------|---------------------------|-----------------------|----------------------------|------------------------|------------------------------|--------------------------|------------------------------|--------------------------|---------------------------------|
| Total PS | 0 | 0.0 | 0 | 0.0 | 0 | 0.0 | 0 | 0.0 | 0 |
| Total EE | 0 | | 0 | | 0 | | 0 | | 0 |
| Program Distributions | | | 30,000,000 | | | | 30,000,000 | | |
| Total PSD | 0 | | 30,000,000 | | 0 | | 30,000,000 | | 0 |
| Transfers | | | | | | | | | |
| Total TRF | 0 | | 0 | | 0 | | 0 | | 0 |
| Grand Total | 0 | 0.0 | 30,000,000 | 0.0 | 0 | 0.0 | 30,000,000 | 0.0 | 0 |

| Budget Object Class/Job Class | Gov Rec GR DOLLARS | Gov Rec GR FTE | Gov Rec FED DOLLARS | Gov Rec FED FTE | Gov Rec OTHER DOLLARS | Gov Rec OTHER FTE | Gov Rec TOTAL DOLLARS | Gov Rec TOTAL FTE | Gov Rec One-Time DOLLARS |
|-------------------------------|--------------------------|----------------------|---------------------------|-----------------------|-----------------------------|-------------------------|-----------------------------|-------------------------|--------------------------------|
| Total PS | 0 | 0.0 | 0 | 0.0 | 0 | 0.0 | 0 | 0.0 | 0 |
| Total EE | 0 | | 0 | | 0 | | 0 | | 0 |
| Program Distributions | | | | | | | | | |
| Total PSD | 0 | | 0 | | 0 | | 0 | | 0 |
| Transfers | | | | | | | | | |
| Total TRF | 0 | | 0 | | 0 | | 0 | | 0 |
| Grand Total | 0 | 0.0 | 0 | 0.0 | 0 | 0.0 | 0 | 0.0 | 0 |

6. PERFORMANCE MEASURES (If new decision item has an associated core, separately identify projected performance with & without additional funding.)

6a. Provide an effectiveness measure.

Effectiveness measures are found in the Services for the Visually Impaired Program Description.

6b. Provide an efficiency measure.

Efficiency measures are found in the Services for the Visually Impaired Program Description.

6c. Provide the number of clients/individuals served, if applicable.

Please refer to the Services for the Visually Impaired budget section.

6d. Provide a customer satisfaction measure, if available.

7. STRATEGIES TO ACHIEVE THE PERFORMANCE MEASUREMENT TARGETS:

FY12 Department of Social Services Report #10

DECISION ITEM DETAIL

| Budget Unit | FY 2010 | FY 2010 | FY 2011 | FY 2011 | FY 2012 | FY 2012 | FY 2012 | FY 2012 |
|--|------------|-------------|------------|-------------|---------------------|-------------|------------|-------------|
| Decision Item | ACTUAL | ACTUAL | BUDGET | BUDGET | DEPT REQ | DEPT REQ | GOV REC | GOV REC |
| Budget Object Class | DOLLAR | FTE | DOLLAR | FTE | DOLLAR | FTE | DOLLAR | FTE |
| FEDERAL GRANTS & DONATIONS | | | | | | | | |
| Federal grants increase auth - 1886001 | | | | | | | | |
| PROGRAM DISTRIBUTIONS | 0 | 0.00 | 0 | 0.00 | 30,000,000 | 0.00 | 0 | 0.00 |
| TOTAL - PD | 0 | 0.00 | 0 | 0.00 | 30,000,000 | 0.00 | 0 | 0.00 |
| GRAND TOTAL | \$0 | 0.00 | \$0 | 0.00 | \$30,000,000 | 0.00 | \$0 | 0.00 |
| GENERAL REVENUE | \$0 | 0.00 | \$0 | 0.00 | \$0 | 0.00 | | 0.00 |
| FEDERAL FUNDS | \$0 | 0.00 | \$0 | 0.00 | \$30,000,000 | 0.00 | | 0.00 |
| OTHER FUNDS | \$0 | 0.00 | \$0 | 0.00 | \$0 | 0.00 | | 0.00 |

FY12 Department of Social Services Report #9

DECISION ITEM SUMMARY

| Budget Unit | | | | | | | | | |
|--------------------------------|------------------|-------------|------------------|--------------|------------------|--------------|------------------|--------------|--|
| Decision Item | FY 2010 | FY 2010 | FY 2011 | FY 2011 | FY 2012 | FY 2012 | FY 2012 | FY 2012 | |
| Budget Object Summary | ACTUAL | ACTUAL | BUDGET | BUDGET | DEPT REQ | DEPT REQ | GOV REC | GOV REC | |
| Fund | DOLLAR | FTE | DOLLAR | FTE | DOLLAR | FTE | DOLLAR | FTE | |
| HUMAN RESOURCE CENTER | | | | | | | | | |
| CORE | | | | | | | | | |
| PERSONAL SERVICES | | | | | | | | | |
| GENERAL REVENUE | 277,253 | 5.73 | 285,904 | 6.30 | 285,904 | 6.30 | 285,904 | 6.30 | |
| DEPT OF SOC SERV FEDERAL & OTH | 190,146 | 3.93 | 190,159 | 5.22 | 190,159 | 5.22 | 190,159 | 5.22 | |
| TOTAL - PS | 467,399 | 9.66 | 476,063 | 11.52 | 476,063 | 11.52 | 476,063 | 11.52 | |
| EXPENSE & EQUIPMENT | | | | | | | | | |
| GENERAL REVENUE | 13,038 | 0.00 | 13,031 | 0.00 | 12,866 | 0.00 | 12,778 | 0.00 | |
| DEPT OF SOC SERV FEDERAL & OTH | 28,438 | 0.00 | 36,985 | 0.00 | 36,985 | 0.00 | 36,985 | 0.00 | |
| TOTAL - EE | 41,476 | 0.00 | 50,016 | 0.00 | 49,851 | 0.00 | 49,763 | 0.00 | |
| TOTAL | 508,875 | 9.66 | 526,079 | 11.52 | 525,914 | 11.52 | 525,826 | 11.52 | |
| GRAND TOTAL | \$508,875 | 9.66 | \$526,079 | 11.52 | \$525,914 | 11.52 | \$525,826 | 11.52 | |

CORE DECISION ITEM

Department: Social Services
Division: Office of Director
Core: Human Resource Center

Budget Unit: 88742C

1. CORE FINANCIAL SUMMARY

| FY 2012 Budget Request | | | | |
|------------------------|---------|---------|-------|---------|
| | GR | Federal | Other | Total |
| PS | 285,904 | 190,159 | | 476,063 |
| EE | 12,866 | 36,985 | | 49,851 |
| PSD | | | | |
| TRF | | | | |
| Total | 298,770 | 227,144 | | 525,914 |
| FTE | 6.30 | 5.22 | 0.00 | 11.52 |

| | | | | |
|--|---------|---------|---|---------|
| Est. Fringe | 159,106 | 105,823 | 0 | 264,929 |
| <i>Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.</i> | | | | |

Other Funds:

| FY 2012 Governor's Recommendation | | | | |
|-----------------------------------|---------|---------|-------|---------|
| | GR | Federal | Other | Total |
| PS | 285,904 | 190,159 | | 476,063 |
| EE | 12,778 | 36,985 | | 49,763 |
| PSD | | | | |
| TRF | | | | |
| Total | 298,682 | 227,144 | | 525,826 |
| FTE | 6.30 | 5.22 | 0.00 | 11.52 |

| | | | | |
|--|---------|---------|---|---------|
| Est. Fringe | 159,106 | 105,823 | 0 | 264,929 |
| <i>Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.</i> | | | | |

Other Funds:

2. CORE DESCRIPTION

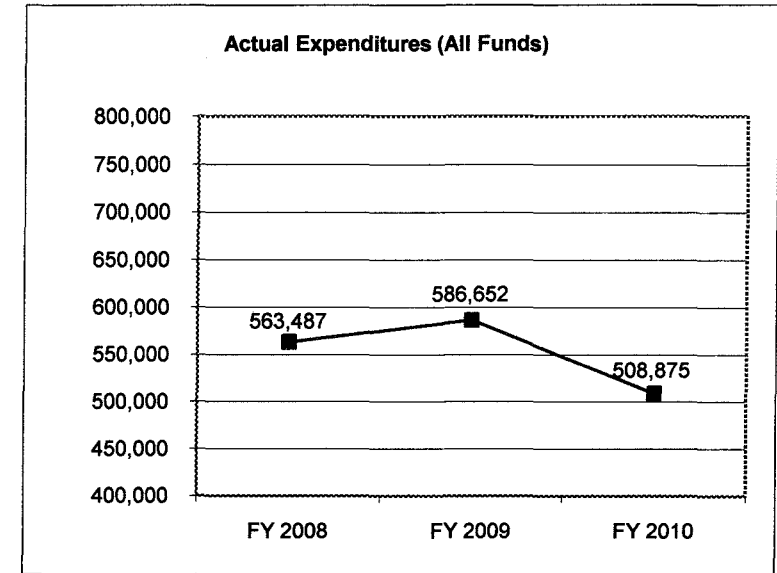
This appropriation provides core funding for the Human Resource Center (HRC). HRC is charged by the Department of Social Services (DSS) to plan, develop and implement a statewide human resource program giving direction and coordination to all divisions within the department.

3. PROGRAM LISTING (list programs included in this core funding)

Human Resource Center

4. FINANCIAL HISTORY

| | FY 2008 Actual | FY 2009 Actual | FY 2010 Actual | FY 2011 Current Yr. |
|---------------------------------|-------------------|-------------------|-------------------|------------------------|
| Appropriation (All Funds) | 600,427 | 615,849 | 532,270 | 526,079 |
| Less Reverted (All Funds) | (11,199) | (22,502) | (14,544) | N/A |
| Budget Authority (All Funds) | 589,228 | 593,347 | 517,726 | N/A |
| Actual Expenditures (All Funds) | 563,487 | 586,652 | 508,875 | N/A |
| Unexpended (All Funds) | 25,741 | 6,695 | 8,851 | N/A |
| Unexpended, by Fund: | | | | |
| General Revenue | 12,679 | 362 | 291 | N/A |
| Federal | 13,062 | 6,333 | 8,560 | N/A |
| Other | | | | N/A |



Reverted includes Governor's standard 3 percent reserve (when applicable) and any extraordinary expenditure restrictions.

NOTES:

FY2008 - \$5,640 federal fund agency reserve for authority in excess of cash.

FY2009 - \$6,140 federal fund agency reserve for authority in excess of cash.

FY2010 - \$6,140 federal fund agency reserve for authority in excess of cash.

CORE RECONCILIATION DETAIL

DEPARTMENT OF SOCIAL SERVICES

HUMAN RESOURCE CENTER

5. CORE RECONCILIATION DETAIL

| | | | Budget Class | FTE | GR | Federal | Other | Total | Explanation |
|---|-----------|----|-------------------------|--------------|----------------|----------------|--------------|----------------|--|
| TAFP AFTER VETOES | | | | | | | | | |
| | | | PS | 11.52 | 285,904 | 190,159 | 0 | 476,063 | |
| | | | EE | 0.00 | 13,031 | 36,985 | 0 | 50,016 | |
| | | | Total | 11.52 | 298,935 | 227,144 | 0 | 526,079 | |
| DEPARTMENT CORE ADJUSTMENTS | | | | | | | | | |
| Core Reduction | 1001 9949 | EE | | 0.00 | (165) | 0 | 0 | (165) | FY11 expenditure restriction for mileage and professional serv |
| Core Reallocation | 73 9948 | PS | | 0.00 | 0 | 0 | 0 | 0 | |
| Core Reallocation | 73 2996 | PS | | 0.00 | 0 | 0 | 0 | 0 | |
| NET DEPARTMENT CHANGES | | | | 0.00 | (165) | 0 | 0 | (165) | |
| DEPARTMENT CORE REQUEST | | | | | | | | | |
| | | | PS | 11.52 | 285,904 | 190,159 | 0 | 476,063 | |
| | | | EE | 0.00 | 12,866 | 36,985 | 0 | 49,851 | |
| | | | Total | 11.52 | 298,770 | 227,144 | 0 | 525,914 | |
| GOVERNOR'S ADDITIONAL CORE ADJUSTMENTS | | | | | | | | | |
| Core Reduction | 1901 9949 | EE | | 0.00 | (88) | 0 | 0 | (88) | FY12 Core Reductions |
| NET GOVERNOR CHANGES | | | | 0.00 | (88) | 0 | 0 | (88) | |
| GOVERNOR'S RECOMMENDED CORE | | | | | | | | | |
| | | | PS | 11.52 | 285,904 | 190,159 | 0 | 476,063 | |
| | | | EE | 0.00 | 12,778 | 36,985 | 0 | 49,763 | |
| | | | Total | 11.52 | 298,682 | 227,144 | 0 | 525,826 | |

FLEXIBILITY REQUEST FORM

BUDGET UNIT NUMBER: 88742C

DEPARTMENT: Social Services

BUDGET UNIT NAME: Human Resource Center

DIVISION: Office of the Director

1. Provide the amount by fund of personal service flexibility and the amount by fund of expense and equipment flexibility you are requesting in dollar and percentage terms and explain why the flexibility is needed. If flexibility is being requested among divisions, provide the amount by fund of flexibility you are requesting in dollar and percentage terms and explain why the flexibility is needed.

DEPARTMENT REQUEST

| Section | PS or E&E | Core | % Flex Requested | Flex Requested Amount |
|----------------------|-----------|-----------|------------------|-----------------------|
| | PS | \$476,063 | 25% | \$119,016 |
| | E&E | \$49,851 | 25% | \$12,462 |
| <i>Total Request</i> | | \$525,914 | | \$131,478 |

2. Estimate how much flexibility will be used for the budget year. How much flexibility was used in the Prior Year Budget and the Current Year Budget? Please specify the amount.

| PRIOR YEAR ACTUAL AMOUNT OF FLEXIBILITY USED | CURRENT YEAR ESTIMATED AMOUNT OF FLEXIBILITY THAT WILL BE USED | BUDGET REQUEST ESTIMATED AMOUNT OF FLEXIBILITY THAT WILL BE USED |
|---|--|--|
| \$0 | H.B. 11 language allows for up to 25% flexibility for all funds between personal services and expense and equipment. | 25% flexibility is being requested in all funds. |

3. Please explain how flexibility was used in the prior and/or current years.

**PRIOR YEAR
EXPLAIN ACTUAL USE**

25% flexibility granted for all appropriations, funds were not utilized.

**CURRENT YEAR
EXPLAIN PLANNED USE**

Flexibility allows DSS to utilize and manage funds in the most efficient and effective manner. Uses will be determined on an "as needed" basis.

FY12 Department of Social Services Report #10

DECISION ITEM DETAIL

| Budget Unit | FY 2010 | FY 2010 | FY 2011 | FY 2011 | FY 2012 | FY 2012 | FY 2012 | FY 2012 |
|--------------------------------|------------------|-------------|------------------|--------------|------------------|--------------|------------------|--------------|
| Decision Item | ACTUAL | ACTUAL | BUDGET | BUDGET | DEPT REQ | DEPT REQ | GOV REC | GOV REC |
| Budget Object Class | DOLLAR | FTE | DOLLAR | FTE | DOLLAR | FTE | DOLLAR | FTE |
| HUMAN RESOURCE CENTER | | | | | | | | |
| CORE | | | | | | | | |
| SR OFC SUPPORT ASST (KEYBRD) | 12,004 | 0.49 | 19,616 | 2.00 | 20,773 | 2.31 | 20,773 | 2.31 |
| PERSONNEL OFCR I | 44,220 | 1.00 | 44,220 | 1.00 | 44,220 | 1.00 | 44,220 | 1.00 |
| PERSONNEL OFCR II | 4,223 | 0.08 | 4,224 | 0.11 | 4,224 | 0.11 | 4,224 | 0.11 |
| HUMAN RELATIONS OFCR I | 74,592 | 2.00 | 74,592 | 2.00 | 74,592 | 2.00 | 74,592 | 2.00 |
| HUMAN RELATIONS OFCR II | 41,823 | 1.00 | 41,712 | 1.00 | 41,712 | 1.00 | 41,712 | 1.00 |
| PERSONNEL ANAL II | 38,700 | 1.00 | 38,700 | 1.00 | 38,700 | 1.00 | 38,700 | 1.00 |
| HUMAN RESOURCES MGR B2 | 132,900 | 2.00 | 132,900 | 2.00 | 132,900 | 2.00 | 132,900 | 2.00 |
| HUMAN RESOURCES MGR B3 | 79,728 | 1.00 | 79,728 | 1.00 | 79,728 | 1.00 | 79,728 | 1.00 |
| LEGAL COUNSEL | 3,966 | 0.08 | 3,966 | 0.10 | 3,966 | 0.10 | 3,966 | 0.10 |
| CLERK | 0 | 0.00 | 1,649 | 0.31 | 0 | 0.00 | 0 | 0.00 |
| MISCELLANEOUS PROFESSIONAL | 491 | 0.01 | 0 | 0.00 | 496 | 0.00 | 496 | 0.00 |
| SPECIAL ASST OFFICE & CLERICAL | 34,752 | 1.00 | 34,756 | 1.00 | 34,752 | 1.00 | 34,752 | 1.00 |
| TOTAL - PS | 467,399 | 9.66 | 476,063 | 11.52 | 476,063 | 11.52 | 476,063 | 11.52 |
| TRAVEL, IN-STATE | 6,373 | 0.00 | 6,776 | 0.00 | 6,663 | 0.00 | 6,622 | 0.00 |
| TRAVEL, OUT-OF-STATE | 0 | 0.00 | 68 | 0.00 | 2 | 0.00 | 2 | 0.00 |
| SUPPLIES | 17,589 | 0.00 | 14,219 | 0.00 | 18,428 | 0.00 | 18,428 | 0.00 |
| PROFESSIONAL DEVELOPMENT | 1,840 | 0.00 | 3,465 | 0.00 | 3,465 | 0.00 | 3,465 | 0.00 |
| COMMUNICATION SERV & SUPP | 8,922 | 0.00 | 9,754 | 0.00 | 9,305 | 0.00 | 9,305 | 0.00 |
| PROFESSIONAL SERVICES | 2,494 | 0.00 | 4,300 | 0.00 | 4,123 | 0.00 | 4,076 | 0.00 |
| HOUSEKEEPING & JANITORIAL SERV | 144 | 0.00 | 10 | 0.00 | 10 | 0.00 | 10 | 0.00 |
| M&R SERVICES | 3,149 | 0.00 | 4,425 | 0.00 | 4,219 | 0.00 | 4,219 | 0.00 |
| OFFICE EQUIPMENT | 565 | 0.00 | 4,900 | 0.00 | 1,590 | 0.00 | 1,590 | 0.00 |
| OTHER EQUIPMENT | 0 | 0.00 | 800 | 0.00 | 800 | 0.00 | 800 | 0.00 |
| BUILDING LEASE PAYMENTS | 285 | 0.00 | 349 | 0.00 | 349 | 0.00 | 349 | 0.00 |
| EQUIPMENT RENTALS & LEASES | 0 | 0.00 | 200 | 0.00 | 186 | 0.00 | 186 | 0.00 |
| MISCELLANEOUS EXPENSES | 115 | 0.00 | 750 | 0.00 | 711 | 0.00 | 711 | 0.00 |
| TOTAL - EE | 41,476 | 0.00 | 50,016 | 0.00 | 49,851 | 0.00 | 49,763 | 0.00 |
| GRAND TOTAL | \$508,875 | 9.66 | \$526,079 | 11.52 | \$525,914 | 11.52 | \$525,826 | 11.52 |
| GENERAL REVENUE | \$290,291 | 5.73 | \$298,935 | 6.30 | \$298,770 | 6.30 | \$298,682 | 6.30 |
| FEDERAL FUNDS | \$218,584 | 3.93 | \$227,144 | 5.22 | \$227,144 | 5.22 | \$227,144 | 5.22 |
| OTHER FUNDS | \$0 | 0.00 | \$0 | 0.00 | \$0 | 0.00 | \$0 | 0.00 |

PROGRAM DESCRIPTION

Department: Social Services

Program Name: Human Resource Center

Program is found in the following core budget(s): Human Resource Center

1. What does this program do?

PROGRAM SYNOPSIS: The Human Resource Center plans, develops and implements statewide human resource programs; providing leadership, direction and coordination of related services and support to all divisions.

The quality and level of services provided to the public through Department of Social Services (DSS) programs are directly affected by the performance of each division's employees. The service and support functions provided by the Human Resource Center (HRC) are necessary to maintain a qualified and productive workforce and ensure compliance with applicable state and federal law. HRC's mission is to serve the divisions in a timely and responsible manner through training, guidance, and assistance, thus contributing to the retention and continuing development of a productive and harmonious workforce.

To assist the divisions in meeting their programmatic goals, HRC provides training, interpretive and technical assistance to staff ensuring personnel decisions are made and actions are taken within relevant guidelines including merit system rules and regulations, state and federal employment laws, state and federal civil rights laws, and administrative policies and procedures.

HRC uses its resources to:

- assure the department's compliance with state personnel law (merit system) and serve as liaison with the Office of Administration's Division of Personnel;
- develop and implement DSS administrative policies that are legally sound and support the work of DSS;
- administer personnel functions of employment, termination, promotion, compensation, performance appraisal, discipline and related activities directly for the MO HealthNet Division, Director's Office, and the support divisions and indirectly for the remaining divisions;
- provide advice, training, and consultation to staff to assure consistency among divisions and fair and equitable treatment of employees;
- maintain a high standard of case preparation and presentation of employee disciplinary actions before the Personnel Advisory Board;
- provide representation of DSS before administrative bodies and court tribunals on personnel related issues;
- develop and provide training to all staff in areas such as new employee orientation, prevention of sexual harassment, workplace diversity, unlawful discrimination, labor relations, customer service, employee and management development;
- assure department compliance with federal and state laws relating to equal employment opportunity, affirmative action, and provision of services;
- investigate allegations of unlawful discrimination and sexual harassment of DSS employees and clients;
- assist/coordinate workplace accommodations to employees pursuant to the Americans with Disabilities Act and departmental policies;
- provide technical assistance regarding civil rights, employment law and human resource issues to department and division personnel;

- serve as liaison for civil rights issues with other governmental agencies such as Equal Employment Opportunity Commission (EEOC), Missouri Commission on Human Rights (MCHR), United States Department of Agriculture (USDA), and Health and Human Services (HHS);
- conduct contract compliance audits on DSS vendors to ensure compliance with state and federal civil rights laws;
- provide technical assistance on civil rights issues to DSS vendors and service recipients;
- develop and provide assistance in the implementation of a department Workforce Diversity Plan and Program;
- work with management on organizational change/development issues;
- improve management/employee relations through fair and timely conflict resolution procedures including grievance mediation and management reviews;
- maintain and continue to enhance the Department's learning management system -- Employee Learning Center;
- maintain grievance, discipline, retention and employment analysis system to assist managers in identification of problem areas and staff needs;
- coordinate/assist in labor/management relations;
- coordinate and administer departmental employee award and recognition programs; unemployment program, worker's compensation claims and recruitment activities;
- develop and maintain an employment information website for DSS employees and the public; and
- maintain official personnel records in a confidential and secure manner.

2. What is the authorization for this program, i.e., federal or state statute, etc.? (Include the federal program number, if applicable.)

State Statute: RSMo. 660.010

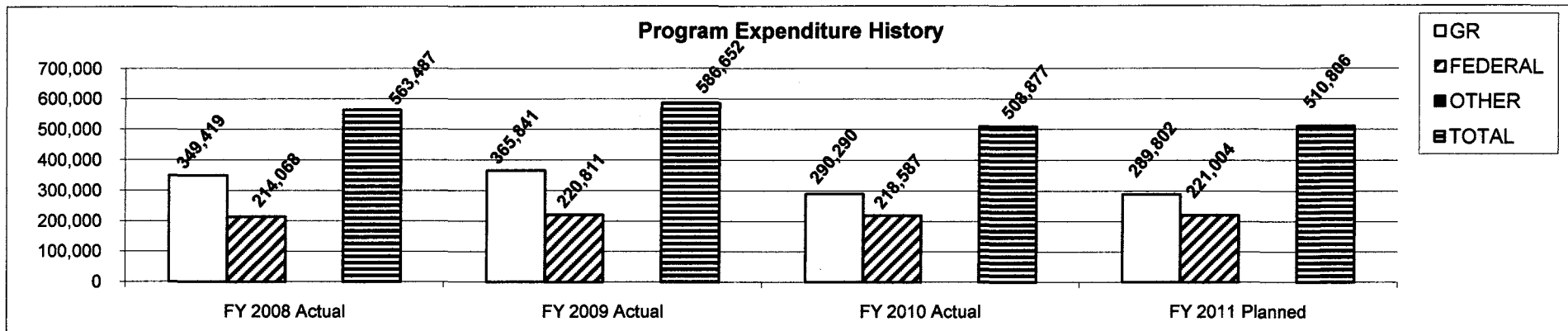
3. Are there federal matching requirements? If yes, please explain.

There is no matching requirement. However, expenditures are pooled with other administrative expenditures to earn a federal indirect rate.

4. Is this a federally mandated program? If yes, please explain.

N/A

5. Provide actual expenditures for the prior three fiscal years and planned expenditures for the current fiscal year.



6. What are the sources of the "Other " funds?

N/A

7a. Provide an effectiveness measure.

| SFY | Number of Times the Employment Information Website is Accessed | | Number of Employees participating in Employment-Related Training* | | Percent of new employees attending orientation, sexual harassment and diversity sessions | | Percent of Administrative Policies Reviewed/ Revised | |
|------|--|-----------|---|-----------|--|-----------|--|-----------|
| | Actual | Projected | Actual | Projected | Actual | Projected | Actual | Projected |
| 2008 | 1,863,292 | 1,700,000 | 15,004** | 8,000 | 97% | 90% | 39% | 25% |
| 2009 | 2,505,494 | 1,700,000 | 11,570 | 9,000 | 96% | 93% | 40% | 29% |
| 2010 | 2,162,066 | 1,700,000 | 8,164 | 9,000 | 99% | 93% | 42% | 29% |
| 2011 | | 2,000,000 | | 8,000*** | | 94% | | 35% |
| 2012 | | 2,000,000 | | 8,000 | | 94% | | 35% |
| 2013 | | 2,000,000 | | 8,000 | | 94% | | 35% |

*Employees may receive more than one training class.

**The increase in FY2008 was due to a mandatory training course attended by approximately 3,800 employees.

***The projected number has been decreased to account for a reduction seen as a result of budget cuts and fiscal restrictions.

7b. Provide an efficiency measure.

| SFY | Number of employee grievances processed | | Workers Compensation Reports Processed | |
|------|---|-----------|--|-----------|
| | Actual | Projected | Actual | Projected |
| 2008 | 187 | 185 | 341 | 300 |
| 2009 | 143 | 185 | 379 | 300 |
| 2010 | 161 | 185 | 352 | 300 |
| 2011 | | 185 | | 325 |
| 2012 | | 185 | | 325 |
| 2013 | | 185 | | 325 |

7c. Provide the number of clients/individuals served, if applicable.

| SFY | Number of DSS Employees* | |
|------|--------------------------|-----------|
| | Actual | Projected |
| 2008 | 8,586 | 8,500 |
| 2009 | 8,522 | 8,500 |
| 2010 | 8,120 | 8,000 |
| 2011 | | 8,000 |
| 2012 | | 8,000 |
| 2013 | | 8,000 |

*Includes turnover, part-time employees and temporary employees.

7d. Provide a customer satisfaction measure, if available.

FY12 Department of Social Services Report #9

DECISION ITEM SUMMARY

| Budget Unit | | | | | | | | |
|--------------------------------|------------------|-------------|------------------|-------------|------------------|-------------|------------------|-------------|
| Decision Item | FY 2010 | FY 2010 | FY 2011 | FY 2011 | FY 2012 | FY 2012 | FY 2012 | FY 2012 |
| Budget Object Summary | ACTUAL | ACTUAL | BUDGET | BUDGET | DEPT REQ | DEPT REQ | GOV REC | GOV REC |
| Fund | DOLLAR | FTE | DOLLAR | FTE | DOLLAR | FTE | DOLLAR | FTE |
| STAFF TRAINING | | | | | | | | |
| CORE | | | | | | | | |
| EXPENSE & EQUIPMENT | | | | | | | | |
| GENERAL REVENUE | 119,685 | 0.00 | 117,835 | 0.00 | 113,234 | 0.00 | 109,760 | 0.00 |
| DEPT OF SOC SERV FEDERAL & OTH | 110,079 | 0.00 | 131,840 | 0.00 | 131,840 | 0.00 | 131,840 | 0.00 |
| TOTAL - EE | 229,764 | 0.00 | 249,675 | 0.00 | 245,074 | 0.00 | 241,600 | 0.00 |
| TOTAL | 229,764 | 0.00 | 249,675 | 0.00 | 245,074 | 0.00 | 241,600 | 0.00 |
| GRAND TOTAL | \$229,764 | 0.00 | \$249,675 | 0.00 | \$245,074 | 0.00 | \$241,600 | 0.00 |

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CORE DECISION ITEM

Department: Social Services
Division: Office of Director
Core: Field and Line Staff Training

Budget Unit: 90042C

1. CORE FINANCIAL SUMMARY

| | FY 2012 Budget Request | | | |
|-------|------------------------|----------------|-------|----------------|
| | GR | Federal | Other | Total |
| PS | | | | |
| EE | 113,234 | 131,840 | | 245,074 |
| PSD | | | | |
| TRF | | | | |
| Total | 113,234 | 131,840 | | 245,074 |
| FTE | | | | 0.00 |

| | | | | |
|--|---|---|---|---|
| Est. Fringe | 0 | 0 | 0 | 0 |
| <i>Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.</i> | | | | |

Other Funds:

| | FY 2012 Governor's Recommendation | | | |
|-------|-----------------------------------|----------------|-------|----------------|
| | GR | Federal | Other | Total |
| PS | | | | |
| EE | 109,760 | 131,840 | | 241,600 |
| PSD | | | | |
| TRF | | | | |
| Total | 109,760 | 131,840 | | 241,600 |
| FTE | | | | 0.00 |

| | | | | |
|--|---|---|---|---|
| Est. Fringe | 0 | 0 | 0 | 0 |
| <i>Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.</i> | | | | |

Other Funds:

2. CORE DESCRIPTION

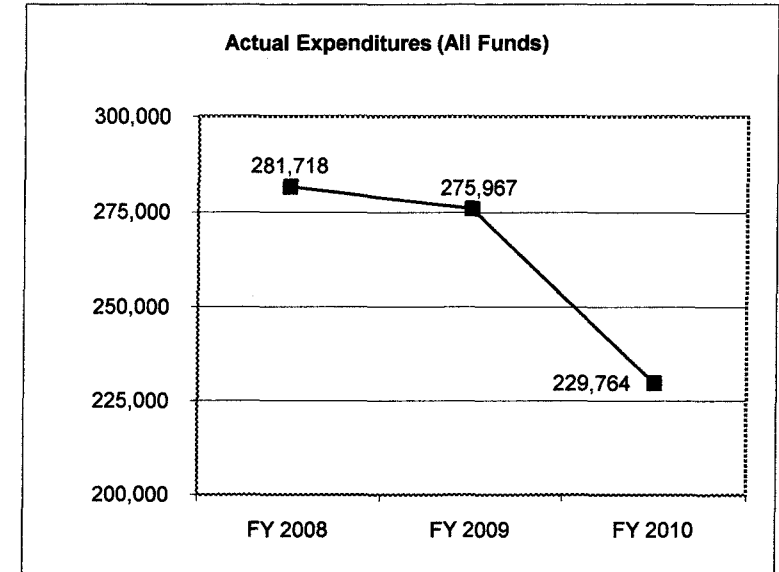
Core funding to provide training to Department of Social Services (DSS) field and line staff.

3. PROGRAM LISTING (list programs included in this core funding)

Field and Line Staff Training

4. FINANCIAL HISTORY

| | FY 2008 Actual | FY 2009 Actual | FY 2010 Actual | FY 2011 Current Yr. |
|---------------------------------|-------------------|-------------------|-------------------|------------------------|
| Appropriation (All Funds) | 309,965 | 304,621 | 268,622 | 249,675 |
| Less Reverted (All Funds) | (5,344) | (7,660) | (15,295) | N/A |
| Budget Authority (All Funds) | 304,621 | 296,961 | 253,327 | N/A |
| Actual Expenditures (All Funds) | 281,718 | 275,967 | 229,764 | N/A |
| Unexpended (All Funds) | 22,903 | 20,994 | 23,563 | N/A |
| Unexpended, by Fund: | | | | |
| General Revenue | 4 | 16 | 1,802 | N/A |
| Federal | 22,899 | 20,978 | 21,761 | N/A |
| Other | | | | N/A |



Reverted includes Governor's standard 3 percent reserve (when applicable) and any extraordinary expenditure restrictions.

NOTES:

FY2008 - \$20,357 federal funds reserve for authority in excess of cash.

FY2009 - \$20,357 federal funds reserve for authority in excess of cash.

FY2010 - \$20,357 federal funds reserve for authority in excess of cash.

CORE RECONCILIATION DETAIL**DEPARTMENT OF SOCIAL SERVICES
STAFF TRAINING****5. CORE RECONCILIATION DETAIL**

| | | Budget Class | FTE | GR | Federal | Other | Total | Explanation |
|---|-----------|--------------|-------------|----------------|----------------|----------|----------------|--|
| TAFP AFTER VETOES | | | | | | | | |
| | | EE | 0.00 | 117,835 | 131,840 | 0 | 249,675 | |
| | | Total | 0.00 | 117,835 | 131,840 | 0 | 249,675 | |
| DEPARTMENT CORE ADJUSTMENTS | | | | | | | | |
| Core Reduction | 1003 6793 | EE | 0.00 | (4,601) | 0 | 0 | (4,601) | FY11 expenditure restriction for mileage and professional services |
| NET DEPARTMENT CHANGES | | | 0.00 | (4,601) | 0 | 0 | (4,601) | |
| DEPARTMENT CORE REQUEST | | | | | | | | |
| | | EE | 0.00 | 113,234 | 131,840 | 0 | 245,074 | |
| | | Total | 0.00 | 113,234 | 131,840 | 0 | 245,074 | |
| GOVERNOR'S ADDITIONAL CORE ADJUSTMENTS | | | | | | | | |
| Core Reduction | 1905 6793 | EE | 0.00 | (3,474) | 0 | 0 | (3,474) | FY12 Core Reductions |
| NET GOVERNOR CHANGES | | | 0.00 | (3,474) | 0 | 0 | (3,474) | |
| GOVERNOR'S RECOMMENDED CORE | | | | | | | | |
| | | EE | 0.00 | 109,760 | 131,840 | 0 | 241,600 | |
| | | Total | 0.00 | 109,760 | 131,840 | 0 | 241,600 | |

FY12 Department of Social Services Report #10

DECISION ITEM DETAIL

| Budget Unit | FY 2010 | FY 2010 | FY 2011 | FY 2011 | FY 2012 | FY 2012 | FY 2012 | FY 2012 |
|----------------------------|------------------|-------------|------------------|-------------|------------------|-------------|------------------|-------------|
| Decision Item | ACTUAL | ACTUAL | BUDGET | BUDGET | DEPT REQ | DEPT REQ | GOV REC | GOV REC |
| Budget Object Class | DOLLAR | FTE | DOLLAR | FTE | DOLLAR | FTE | DOLLAR | FTE |
| STAFF TRAINING | | | | | | | | |
| CORE | | | | | | | | |
| TRAVEL, IN-STATE | 61,404 | 0.00 | 92,779 | 0.00 | 81,994 | 0.00 | 81,516 | 0.00 |
| TRAVEL, OUT-OF-STATE | 0 | 0.00 | 539 | 0.00 | 2 | 0.00 | 2 | 0.00 |
| SUPPLIES | 13,474 | 0.00 | 6,027 | 0.00 | 13,200 | 0.00 | 13,200 | 0.00 |
| PROFESSIONAL DEVELOPMENT | 4,141 | 0.00 | 11,003 | 0.00 | 5,500 | 0.00 | 5,500 | 0.00 |
| PROFESSIONAL SERVICES | 139,549 | 0.00 | 118,334 | 0.00 | 132,661 | 0.00 | 129,665 | 0.00 |
| M&R SERVICES | 765 | 0.00 | 8,660 | 0.00 | 1,804 | 0.00 | 1,804 | 0.00 |
| OFFICE EQUIPMENT | 3,588 | 0.00 | 1,500 | 0.00 | 1,513 | 0.00 | 1,513 | 0.00 |
| OTHER EQUIPMENT | 0 | 0.00 | 1,000 | 0.00 | 1,000 | 0.00 | 1,000 | 0.00 |
| BUILDING LEASE PAYMENTS | 0 | 0.00 | 200 | 0.00 | 200 | 0.00 | 200 | 0.00 |
| EQUIPMENT RENTALS & LEASES | 200 | 0.00 | 0 | 0.00 | 400 | 0.00 | 400 | 0.00 |
| MISCELLANEOUS EXPENSES | 6,643 | 0.00 | 9,633 | 0.00 | 6,800 | 0.00 | 6,800 | 0.00 |
| TOTAL - EE | 229,764 | 0.00 | 249,675 | 0.00 | 245,074 | 0.00 | 241,600 | 0.00 |
| GRAND TOTAL | \$229,764 | 0.00 | \$249,675 | 0.00 | \$245,074 | 0.00 | \$241,600 | 0.00 |
| GENERAL REVENUE | \$119,685 | 0.00 | \$117,835 | 0.00 | \$113,234 | 0.00 | \$109,760 | 0.00 |
| FEDERAL FUNDS | \$110,079 | 0.00 | \$131,840 | 0.00 | \$131,840 | 0.00 | \$131,840 | 0.00 |
| OTHER FUNDS | \$0 | 0.00 | \$0 | 0.00 | \$0 | 0.00 | \$0 | 0.00 |

PROGRAM DESCRIPTION

Department: Social Services

Program Name: Field and Line Staff Training

Program is found in the following core budget(s): Field and Line Staff Training

1. What does this program do?

PROGRAM SYNOPSIS: Provides staff training to the Department of Social Services field and line staff.

The Department of Social Services (DSS) has identified the need to assist employees in reaching their full potential through training opportunities structured to integrate common and important themes and values outlined in the vision and mission of the Department. In response to this need, the Human Resource Center (HRC) has developed a comprehensive training plan that incorporates curriculums designed to meet the unique goals of the Department.

Training courses offered to supervisors and front line staff include, but are not limited to: Professionalism in the Workplace; Building Effective Relationships; Basic Supervisory Training; Civil Rights and Diversity in the Workplace; Accountability; Ethics; Continuous Improvement; Five Questions Every Leader Must Ask; Employee Retention; Building Trust; Effective Delegation; Facilitating Improved Performance; Following Up to Support Improvement; Generational Differences; Encouraging the Heart; Managing Me; Working with Millenials; Assertiveness; Non-Defensive Communication; The Power of Expectations; New Employee Orientation; Workplace Safety.

All courses offered allow the participants to learn skills to perform their jobs in the most effective and efficient manner. The Department of Social Services supports career development for its employees and stresses the need to continue to make available the training necessary for front line staff and supervisors to excel in their careers and meet the needs of the citizens we serve. Additionally, the Department is utilizing these training efforts to meet the requirements of the Management Training Rule.

2. What is the authorization for this program, i.e., federal or state statute, etc.? (Include the federal program number, if applicable.)

State statute: RSMo. 660.010

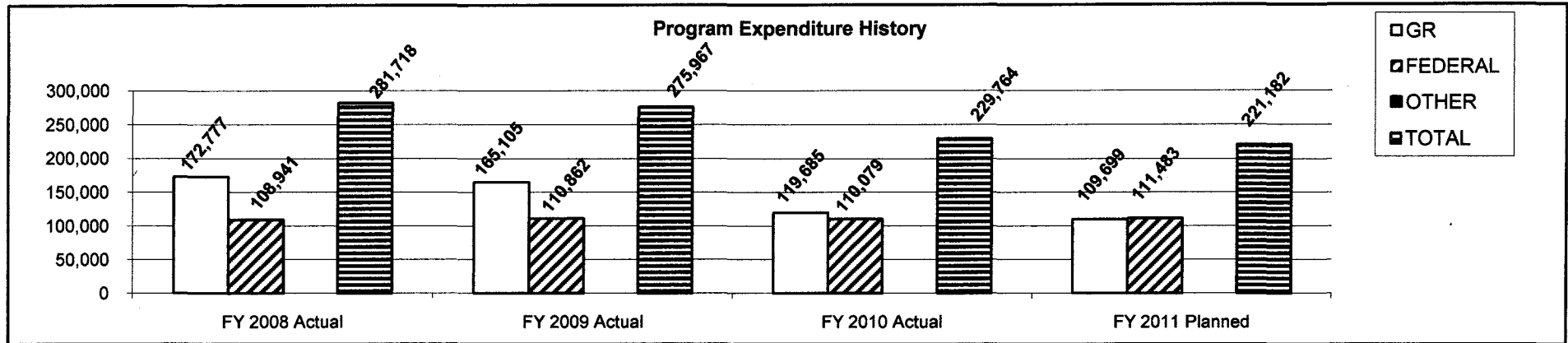
3. Are there federal matching requirements? If yes, please explain.

No. Program expenditures do not have a federal matching requirement; however, expenditures are pooled with other departmental administrative expenditures to earn a federal indirect rate.

4. Is this a federally mandated program? If yes, please explain.

No.

5. Provide actual expenditures for the prior three fiscal years and planned expenditures for the current fiscal year.



6. What are the sources of the "Other " funds?

N/A

7a. Provide an effectiveness measure.

| SFY | Number of employees participating in employment-related Training* | | Percent of new employees attending orientation, sexual harassment and diversity sessions | |
|------|---|-----------|--|-----------|
| | Actual | Projected | Actual | Projected |
| 2008 | 15,004** | 8,000 | 97% | 90% |
| 2009 | 11,570 | 9,000 | 96% | 93% |
| 2010 | 8,164 | 9,000 | 99% | 93% |
| 2011 | | 8,000*** | | 94% |
| 2012 | | 8,000 | | 94% |
| 2013 | | 8,000 | | 94% |

*Employees may receive more than one training class.

**The increase in FY2008 was due to a mandatory training attended by FSD employees in FY2008. Approximately 3,800 employees attended this training course.

***The projected number has been decreased to account for a reduction seen as a result of budget cuts and fiscal restrictions.

7b. Provide an efficiency measure.

| SFY | Percent of Supervisors in Compliance with the Management Training Rule (16 hours) | |
|------|--|-----------|
| | Actual | Projected |
| 2008 | 92% | 85% |
| 2009 | 92% | 87% |
| 2010 | 93% | 87% |
| 2011 | | 89% |
| 2012 | | 89% |
| 2013 | | 89% |

| SFY | Percent of Supervisors in Compliance with the Management Training Rule (40 hours) | |
|------|--|-----------|
| | Actual | Projected |
| 2008 | 98% | 85% |
| 2009 | 100% | 90% |
| 2010 | 99% | 90% |
| 2011 | | 95% |
| 2012 | | 95% |
| 2013 | | 95% |

7c. Provide the number of clients/individuals served, if applicable.

| SFY | Number of DSS Employees* | |
|------|-----------------------------|-----------|
| | Actual | Projected |
| 2008 | 8,586 | 8,500 |
| 2009 | 8,522 | 8,500 |
| 2010 | 8,120 | 8,000 |
| 2011 | | 8,000 |
| 2012 | | 8,000 |
| 2013 | | 8,000 |

*Includes turnover, part-time employees and temporary employees.

7d. Provide a customer satisfaction measure, if available.

| SFY | Training Evaluation Rating Averages* | |
|------|---|-----------|
| | Actual | Projected |
| 2008 | 4.33 | ** |
| 2009 | 4.53 | ** |
| 2010 | 4.52 | 4.41 |
| 2011 | | 4.41 |
| 2012 | | 4.41 |
| 2013 | | 4.41 |

*Average based on scale of 1 to 5 with 5 being the best.

**The measure was set for FY10 so previous projections are not available.

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DECISION ITEM SUMMARY

| Budget Unit | | | | | | | | | |
|---|---------|---------|---------|---------|----------|----------|-------------|---------|--|
| Decision Item | FY 2010 | FY 2010 | FY 2011 | FY 2011 | FY 2012 | FY 2012 | FY 2012 | FY 2012 | |
| Budget Object Summary | ACTUAL | ACTUAL | BUDGET | BUDGET | DEPT REQ | DEPT REQ | GOV REC | GOV REC | |
| Fund | DOLLAR | FTE | DOLLAR | FTE | DOLLAR | FTE | DOLLAR | FTE | |
| MO MEDICAID AUDIT & COMPLIANCE | | | | | | | | | |
| CORE | | | | | | | | | |
| PERSONAL SERVICES | | | | | | | | | |
| GENERAL REVENUE | 0 | 0.00 | 0 | 0.00 | 0 | 0.00 | 1,163,381 | 31.55 | |
| DEPT OF SOC SERV FEDERAL & OTH | 0 | 0.00 | 0 | 0.00 | 0 | 0.00 | 1,503,381 | 41.00 | |
| RECOVERY AUDIT FUND | 0 | 0.00 | 0 | 0.00 | 0 | 0.00 | 340,000 | 9.45 | |
| TOTAL - PS | 0 | 0.00 | 0 | 0.00 | 0 | 0.00 | 3,006,762 | 82.00 | |
| EXPENSE & EQUIPMENT | | | | | | | | | |
| GENERAL REVENUE | 0 | 0.00 | 0 | 0.00 | 0 | 0.00 | 505,362 | 0.00 | |
| DEPT OF SOC SERV FEDERAL & OTH | 0 | 0.00 | 0 | 0.00 | 0 | 0.00 | 1,488,007 | 0.00 | |
| RECOVERY AUDIT FUND | 0 | 0.00 | 0 | 0.00 | 0 | 0.00 | 82,643 | 0.00 | |
| TOTAL - EE | 0 | 0.00 | 0 | 0.00 | 0 | 0.00 | 2,076,012 | 0.00 | |
| TOTAL | 0 | 0.00 | 0 | 0.00 | 0 | 0.00 | 5,082,774 | 82.00 | |
| GRAND TOTAL | \$0 | 0.00 | \$0 | 0.00 | \$0 | 0.00 | \$5,082,774 | 82.00 | |

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CORE DECISION ITEM

Department: Social Services
Division: Office of Director
Core: MO Medicaid Audit & Compliance (MMAC)

Budget Unit: 90043C

1. CORE FINANCIAL SUMMARY

| FY 2012 Budget Request | | | | |
|------------------------|----|---------|-------|-------|
| | GR | Federal | Other | Total |
| PS | | | | |
| EE | | | | |
| PSD | | | | |
| TRF | | | | |
| Total | | | | |

FTE

| | | | | |
|-------------|---|---|---|---|
| Est. Fringe | 0 | 0 | 0 | 0 |
|-------------|---|---|---|---|

Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.

Other Funds:

| FY 2012 Governor's Recommendation | | | | |
|-----------------------------------|-----------|-----------|---------|-----------|
| | GR | Federal | Other | Total |
| PS | 1,163,381 | 1,503,381 | 340,000 | 3,006,762 |
| EE | 505,362 | 1,488,007 | 82,643 | 2,076,012 |
| PSD | | | | |
| TRF | | | | |
| Total | 1,668,743 | 2,991,388 | 422,643 | 5,082,774 |

FTE 31.55 41.00 9.45 82.00

| | | | | |
|-------------|---------|---------|---------|-----------|
| Est. Fringe | 647,422 | 836,632 | 189,210 | 1,673,263 |
|-------------|---------|---------|---------|-----------|

Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.

Other Funds: Recovery Audit Fund (0974)

2. CORE DESCRIPTION

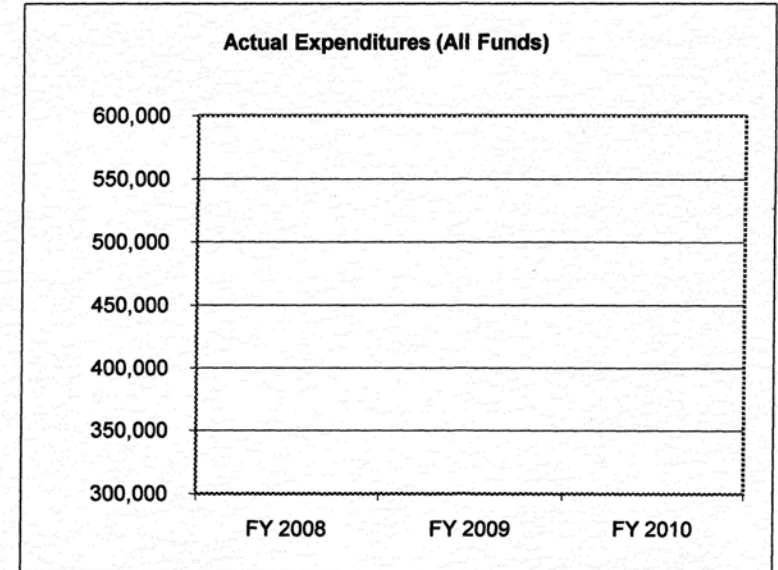
This core consolidated Medicaid monitoring and compliance functions under the Department of Social Services (DSS). Transfers from the Division of Legal Services (DLS), the MO HealthNet Division (MHD), the Department of Mental Health (DMH) and the Department of Health and Senior Services (DHSS), were made to this new core. This unit will work to reduce costs, increase the efficiency of provider monitoring and assist providers with compliance. Consolidating staff from DSS, DMH, and DHSS elevates program recovery efforts in the organization and improves collaboration with other Medicaid partner agencies.

3. PROGRAM LISTING (list programs included in this core funding)

MO Medicaid Audit and Compliance

4. FINANCIAL HISTORY

| | FY 2008 Actual | FY 2009 Actual | FY 2010 Actual | FY 2011 Current Yr. |
|---------------------------------|-------------------|-------------------|-------------------|------------------------|
| Appropriation (All Funds) | | | | |
| Less Reverted (All Funds) | | | | N/A |
| Budget Authority (All Funds) | | | | N/A |
| Actual Expenditures (All Funds) | | | | N/A |
| Unexpended (All Funds) | | | | N/A |
| Unexpended, by Fund: | | | | |
| General Revenue | | | | N/A |
| Federal | | | | N/A |
| Other | | | | N/A |



Reverted includes Governor's standard 3 percent reserve (when applicable) and any extraordinary expenditure restrictions.

NOTES:

CORE RECONCILIATION DETAIL

DEPARTMENT OF SOCIAL SERVICES MO MEDICAID AUDIT & COMPLIANCE

5. CORE RECONCILIATION DETAIL

| | | Budget Class | FTE | GR | Federal | Other | Total | Explanation |
|---|-----------|-----------------|--------------|------------------|------------------|----------------|------------------|-------------|
| GOVERNOR'S ADDITIONAL CORE ADJUSTMENTS | | | | | | | | |
| Transfer In | 2110 7965 | PS | 0.00 | 0 | 0 | 0 | 0 | |
| Transfer In | 2110 7967 | PS | 9.45 | 0 | 0 | 340,000 | 340,000 | |
| Transfer In | 2110 7963 | PS | 8.55 | 305,126 | 0 | 0 | 305,126 | |
| Transfer In | 2110 8028 | PS | 18.00 | 0 | 645,126 | 0 | 645,126 | |
| Transfer In | 2110 8030 | EE | 0.00 | 0 | 88,619 | 0 | 88,619 | |
| Transfer In | 2110 7964 | EE | 0.00 | 5,976 | 0 | 0 | 5,976 | |
| Transfer In | 2110 7968 | EE | 0.00 | 0 | 0 | 82,643 | 82,643 | |
| Core Reallocation | 2109 7965 | PS | (0.00) | 0 | 0 | 0 | (0) | |
| Core Reallocation | 2109 7963 | PS | 23.00 | 858,255 | 0 | 0 | 858,255 | |
| Core Reallocation | 2109 8028 | PS | 23.00 | 0 | 858,255 | 0 | 858,255 | |
| Core Reallocation | 2109 8030 | EE | 0.00 | 0 | 1,399,388 | 0 | 1,399,388 | |
| Core Reallocation | 2109 7964 | EE | 0.00 | 499,386 | 0 | 0 | 499,386 | |
| NET GOVERNOR CHANGES | | | 82.00 | 1,668,743 | 2,991,388 | 422,643 | 5,082,774 | |
| GOVERNOR'S RECOMMENDED CORE | | | | | | | | |
| | | PS | 82.00 | 1,163,381 | 1,503,381 | 340,000 | 3,006,762 | |
| | | EE | 0.00 | 505,362 | 1,488,007 | 82,643 | 2,076,012 | |
| | | Total | 82.00 | 1,668,743 | 2,991,388 | 422,643 | 5,082,774 | |

FY12 Department of Social Services Report #10

DECISION ITEM DETAIL

| Budget Unit | FY 2010 | FY 2010 | FY 2011 | FY 2011 | FY 2012 | FY 2012 | FY 2012 | FY 2012 |
|---|----------|-------------|----------|-------------|----------|-------------|------------------|--------------|
| Decision Item | ACTUAL | ACTUAL | BUDGET | BUDGET | DEPT REQ | DEPT REQ | GOV REC | GOV REC |
| Budget Object Class | DOLLAR | FTE | DOLLAR | FTE | DOLLAR | FTE | DOLLAR | FTE |
| MO MEDICAID AUDIT & COMPLIANCE | | | | | | | | |
| CORE | | | | | | | | |
| OFFICE SUPPORT ASST (CLERICAL) | 0 | 0.00 | 0 | 0.00 | 0 | 0.00 | 21,984 | 1.00 |
| SR OFC SUPPORT ASST (CLERICAL) | 0 | 0.00 | 0 | 0.00 | 0 | 0.00 | 147,456 | 6.02 |
| ADMIN OFFICE SUPPORT ASSISTANT | 0 | 0.00 | 0 | 0.00 | 0 | 0.00 | 29,040 | 1.00 |
| ACCOUNT CLERK II | 0 | 0.00 | 0 | 0.00 | 0 | 0.00 | 32,148 | 0.99 |
| AUDITOR II | 0 | 0.00 | 0 | 0.00 | 0 | 0.00 | 35,951 | 1.01 |
| AUDITOR I | 0 | 0.00 | 0 | 0.00 | 0 | 0.00 | 137,692 | 4.00 |
| AUDITOR III | 0 | 0.00 | 0 | 0.00 | 0 | 0.00 | 54,247 | 1.01 |
| ACCOUNTANT I | 0 | 0.00 | 0 | 0.00 | 0 | 0.00 | 34,398 | 0.99 |
| MANAGEMENT ANALYSIS SPEC II | 0 | 0.00 | 0 | 0.00 | 0 | 0.00 | 93,382 | 1.99 |
| REGISTERED NURSE II | 0 | 0.00 | 0 | 0.00 | 0 | 0.00 | 43,554 | 1.00 |
| REGISTERED NURSE III | 0 | 0.00 | 0 | 0.00 | 0 | 0.00 | 91,968 | 2.00 |
| INVESTIGATOR I | 0 | 0.00 | 0 | 0.00 | 0 | 0.00 | 139,300 | 4.00 |
| INVESTIGATOR II | 0 | 0.00 | 0 | 0.00 | 0 | 0.00 | 71,904 | 2.00 |
| CORRESPONDENCE & INFO SPEC I | 0 | 0.00 | 0 | 0.00 | 0 | 0.00 | 81,904 | 2.00 |
| MEDICAID PHARMACEUTICAL TECH | 0 | 0.00 | 0 | 0.00 | 0 | 0.00 | 35,904 | 1.00 |
| MEDICAID CLERK | 0 | 0.00 | 0 | 0.00 | 0 | 0.00 | 243,087 | 9.01 |
| MEDICAID TECHNICIAN | 0 | 0.00 | 0 | 0.00 | 0 | 0.00 | 60,192 | 2.01 |
| MEDICAID SPEC | 0 | 0.00 | 0 | 0.00 | 0 | 0.00 | 1,077,121 | 29.97 |
| MEDICAID UNIT SPV | 0 | 0.00 | 0 | 0.00 | 0 | 0.00 | 267,918 | 6.00 |
| FISCAL & ADMINISTRATIVE MGR B1 | 0 | 0.00 | 0 | 0.00 | 0 | 0.00 | 44,220 | 1.00 |
| SOCIAL SERVICES MNGR, BAND 2 | 0 | 0.00 | 0 | 0.00 | 0 | 0.00 | 120,510 | 2.00 |
| SOCIAL SERVICES MNGR, BAND 3 | 0 | 0.00 | 0 | 0.00 | 0 | 0.00 | 82,092 | 1.00 |
| LEGAL COUNSEL | 0 | 0.00 | 0 | 0.00 | 0 | 0.00 | 60,790 | 1.00 |
| TOTAL - PS | 0 | 0.00 | 0 | 0.00 | 0 | 0.00 | 3,006,762 | 82.00 |
| TRAVEL, IN-STATE | 0 | 0.00 | 0 | 0.00 | 0 | 0.00 | 85,250 | 0.00 |
| TRAVEL, OUT-OF-STATE | 0 | 0.00 | 0 | 0.00 | 0 | 0.00 | 14,750 | 0.00 |
| SUPPLIES | 0 | 0.00 | 0 | 0.00 | 0 | 0.00 | 8,554 | 0.00 |
| PROFESSIONAL DEVELOPMENT | 0 | 0.00 | 0 | 0.00 | 0 | 0.00 | 1,723 | 0.00 |
| PROFESSIONAL SERVICES | 0 | 0.00 | 0 | 0.00 | 0 | 0.00 | 1,325,550 | 0.00 |
| M&R SERVICES | 0 | 0.00 | 0 | 0.00 | 0 | 0.00 | 630,000 | 0.00 |
| OFFICE EQUIPMENT | 0 | 0.00 | 0 | 0.00 | 0 | 0.00 | 5,899 | 0.00 |

FY12 Department of Social Services Report #10

DECISION ITEM DETAIL

| Budget Unit | FY 2010 | FY 2010 | FY 2011 | FY 2011 | FY 2012 | FY 2012 | FY 2012 | FY 2012 |
|--------------------------------|---------|---------|---------|---------|----------|----------|-------------|---------|
| Decision Item | ACTUAL | ACTUAL | BUDGET | BUDGET | DEPT REQ | DEPT REQ | GOV REC | GOV REC |
| Budget Object Class | DOLLAR | FTE | DOLLAR | FTE | DOLLAR | FTE | DOLLAR | FTE |
| MO MEDICAID AUDIT & COMPLIANCE | | | | | | | | |
| CORE | | | | | | | | |
| MISCELLANEOUS EXPENSES | 0 | 0.00 | 0 | 0.00 | 0 | 0.00 | 4,286 | 0.00 |
| TOTAL - EE | 0 | 0.00 | 0 | 0.00 | 0 | 0.00 | 2,076,012 | 0.00 |
| GRAND TOTAL | \$0 | 0.00 | \$0 | 0.00 | \$0 | 0.00 | \$5,082,774 | 82.00 |
| GENERAL REVENUE | \$0 | 0.00 | \$0 | 0.00 | \$0 | 0.00 | \$1,668,743 | 31.55 |
| FEDERAL FUNDS | \$0 | 0.00 | \$0 | 0.00 | \$0 | 0.00 | \$2,991,388 | 41.00 |
| OTHER FUNDS | \$0 | 0.00 | \$0 | 0.00 | \$0 | 0.00 | \$422,643 | 9.45 |

PROGRAM DESCRIPTION

Department: Social Services

Program Name: Office of Director

Program is found in the following core budget(s): MO Medicaid Audit & Compliance (MMAC)

1. What does this program do?

PROGRAM SYNOPSIS: This unit is a consolidation of staff from the Department of Social Services (DSS), the Department of Mental Health (DMH), and the Department of Health and Senior Services (DHSS), to work on reducing costs, increasing efficiency of provider monitoring and assisting providers with compliance related to Medicaid services.

MO Medicaid Audit & Compliance (MMAC) will work to increase the number of program staff with clinical expertise who can better identify issues with patient care and claim irregularities within existing resources. Employees of the unit will investigate and audit providers and work with contractors who provide recovery audit services to identify and recoup program overpayments billed by providers. The MMAC unit will focus on providing education to assist providers with understanding the requirements of the Medicaid program.

The MMAC will seek to ensure that appropriate amounts are paid to legitimate providers for appropriate and reasonable services provided to eligible beneficiaries. The unit monitors Medicaid program compliance by providers and participants. The unit will conduct post-payment reviews of MO HealthNet claims to assure that appropriate payments are made and that providers are billing and providing services in accordance with federal and state regulations.

The MMAC will determine what enforcement activities to pursue following unit audits and investigations. These enforcement activities range from education, demand of repayment, program suspension, closed-end agreements, prepayment review, participant lock-in, to referral to the Medicaid Fraud Control Unit (MFCU), within the State Office of Attorney General in the case of providers or the MO HealthNet Investigation Unit (MIU), within the Department of Social Services, in the case of participants.

2. What is the authorization for this program, i.e., federal or state statute, etc.? (Include the federal program number, if applicable.)

Federal law: Social Security Act Section 1902(a)(4), 1903(i)(2), and 1909; Federal regulations: 42 CFR, Part 455

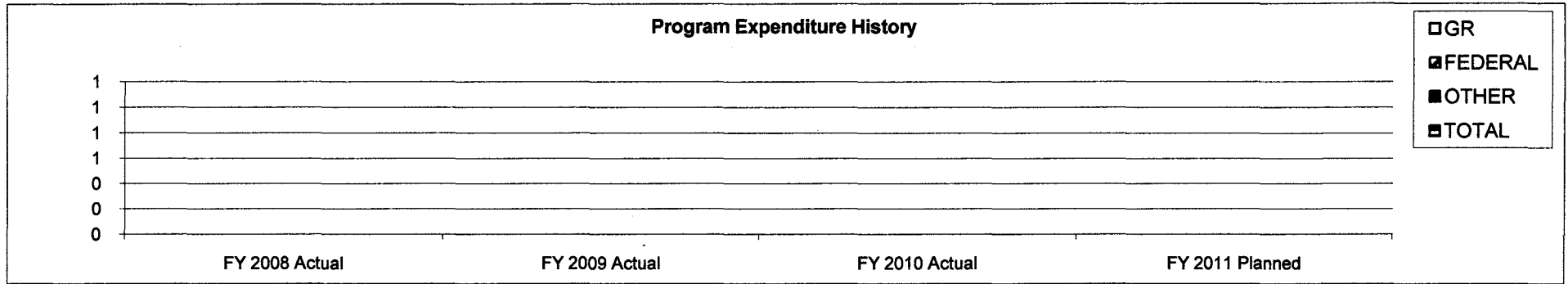
3. Are there federal matching requirements? If yes, please explain.

MMAC expenditures earn a 50% federal match. MMAC clinical staff and provider enrollment staff earn 75% federal match.

4. Is this a federally mandated program? If yes, please explain.

Yes. The Social Security Act requires states to report fraud and abuse information and have a method to verify whether services reimbursed by Medicaid were actually furnished to recipients.

5. Provide actual expenditures for the prior three fiscal years and planned expenditures for the current fiscal year.



6. What are the sources of the "Other " funds?

7a. Provide an effectiveness measure.

7b. Provide an efficiency measure.

7c. Provide the number of clients/individuals served, if applicable.

7d. Provide a customer satisfaction measure, if available.

FY12 Department of Social Services Report #9

DECISION ITEM SUMMARY

| Budget Unit | | | | | | | | |
|--|------------|-------------|------------|-------------|------------|-------------|------------------|-------------|
| Decision Item | FY 2010 | FY 2010 | FY 2011 | FY 2011 | FY 2012 | FY 2012 | FY 2012 | FY 2012 |
| Budget Object Summary | ACTUAL | ACTUAL | BUDGET | BUDGET | DEPT REQ | DEPT REQ | GOV REC | GOV REC |
| Fund | DOLLAR | FTE | DOLLAR | FTE | DOLLAR | FTE | DOLLAR | FTE |
| RECOVERY AUDIT & COMPL CONTRT | | | | | | | | |
| Recovery Audit & Comp Contract - 1886022 | | | | | | | | |
| EXPENSE & EQUIPMENT | | | | | | | | |
| RECOVERY AUDIT FUND | 0 | 0.00 | 0 | 0.00 | 0 | 0.00 | 500,000 | 0.00 |
| TOTAL - EE | 0 | 0.00 | 0 | 0.00 | 0 | 0.00 | 500,000 | 0.00 |
| TOTAL | 0 | 0.00 | 0 | 0.00 | 0 | 0.00 | 500,000 | 0.00 |
| GRAND TOTAL | \$0 | 0.00 | \$0 | 0.00 | \$0 | 0.00 | \$500,000 | 0.00 |

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im_disummary

**NEW DECISION ITEM
RANK: 999**

Department: Social Services
Division: Office of Director
DI Name: Recovery Audit & Compliance Contract (RAC)

Budget Unit: 90045C
DI#: 1886022

1. AMOUNT OF REQUEST

| FY 2012 Budget Request | | | | |
|------------------------|----|---------|-------|-------|
| | GR | Federal | Other | Total |
| PS | | | | |
| EE | | | | |
| PSD | | | | |
| TRF | | | | |
| Total | | | | 0 |
| <hr/> | | | | |
| FTE | | | | 0.00 |

| | | | | |
|--|---|---|---|---|
| Est. Fringe | 0 | 0 | 0 | 0 |
| <i>Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.</i> | | | | |

Other Funds:

| FY 2012 Governor's Recommendation | | | | |
|-----------------------------------|----|---------|---------|---------|
| | GR | Federal | Other | Total |
| PS | | | | |
| EE | | | 500,000 | 500,000 |
| PSD | | | | |
| TRF | | | | |
| Total | | | 500,000 | 500,000 |
| <hr/> | | | | |
| FTE | | | | 0.00 |

| | | | | |
|--|---|---|---|---|
| Est. Fringe | 0 | 0 | 0 | 0 |
| <i>Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.</i> | | | | |

Other Funds: Recovery Audit Fund (0947)

2. THIS REQUEST CAN BE CATEGORIZED AS:

| | | |
|---|---|--|
| <input checked="" type="checkbox"/> New Legislation | <input checked="" type="checkbox"/> New Program | <input type="checkbox"/> Fund Switch |
| <input checked="" type="checkbox"/> Federal Mandate | <input type="checkbox"/> Program Expansion | <input type="checkbox"/> Cost to Continue |
| <input type="checkbox"/> GR Pick-Up | <input type="checkbox"/> Space Request | <input type="checkbox"/> Equipment Replacement |
| <input type="checkbox"/> Pay Plan | <input type="checkbox"/> Other: | |

3. WHY IS THIS FUNDING NEEDED? PROVIDE AN EXPLANATION FOR ITEMS CHECKED IN #2. INCLUDE THE FEDERAL OR STATE STATUTORY OR CONSTITUTIONAL AUTHORIZATION FOR THIS PROGRAM.

NDI Synopsis: Funds are needed for appropriation authority to pay for the Medicaid Recovery Audit Contractors (RAC) as required in Section 6411 of the Patient Protection and Affordable Care Act (PPACA; Public Law 111-148) and the Health Care and Education Reconciliation Act (HCERA; Public Law 111-152) and specified in statutory language Section 1902 (a) (42) (B) (ii) IV (contractor) of the Social Security Act and to comply with federal and state regulations.

The federal government requires states to contract with a Recovery Audit Contractor to identify and recoup Medicaid provider overpayments. The Recovery Audit Contractors will function similarly to the way they do in the Medicare program. State Medicaid programs may contract with one or more RACs to identify underpayments and overpayments (and recoup overpayments). Payments to Medicaid RACs are contingency based and linked to the payment inaccuracies the contractors are able to identify.

4. DESCRIBE THE DETAILED ASSUMPTIONS USED TO DERIVE THE SPECIFIC REQUESTED AMOUNT. (How did you determine that the requested number of FTE were appropriate? From what source or standard did you derive the requested levels of funding? Were alternatives such as outsourcing or automation considered? If based on new legislation, does request tie to TAFP fiscal note? If not, explain why. Detail which portions of the request are one-times and how those amounts were calculated.)

This funding request is to pay for a recovery audit contractor. The contractor will review MO HealthNet system data and provider records in order to identify improper Medicaid payments, will perform recovery/repayment activities in regard to the improper payments identified, and will perform services to prevent future improper payments for the MO HealthNet Division.

Monies collected will be deposited into the Recovery Audit Fund. The contractor will be paid a contingency percentage payment for overpayment recoveries. Any amount due the contractor will be limited to recoveries resulting from projects approved and authorized by MO HealthNet and paid from the Recovery Audit Fund.

| | Total | GR | Federal | Other |
|-------|-----------|-----|---------|-----------|
| Total | \$500,000 | \$0 | \$0 | \$500,000 |

5. BREAK DOWN THE REQUEST BY BUDGET OBJECT CLASS, JOB CLASS, AND FUND SOURCE. IDENTIFY ONE-TIME COSTS.

| Budget Object Class/Job Class | Dept Req GR DOLLARS | Dept Req GR FTE | Dept Req FED DOLLARS | Dept Req FED FTE | Dept Req OTHER DOLLARS | Dept Req OTHER FTE | Dept Req TOTAL DOLLARS | Dept Req TOTAL FTE | Dept Req One-Time DOLLARS |
|-------------------------------|---------------------------|-----------------------|----------------------------|------------------------|------------------------------|--------------------------|------------------------------|--------------------------|---------------------------------|
| Total PS | 0 | 0.0 | 0 | 0.0 | 0 | 0.0 | 0 | 0.0 | 0 |
| Total EE | 0 | 0.0 | 0 | 0.0 | 0 | 0.0 | 0 | 0.0 | 0 |
| Program Distributions | | | | | | | | | |
| Total PSD | 0 | 0.0 | 0 | 0.0 | 0 | 0.0 | 0 | 0.0 | 0 |
| Transfers | | | | | | | | | |
| Total TRF | 0 | 0.0 | 0 | 0.0 | 0 | 0.0 | 0 | 0.0 | 0 |
| Grand Total | 0 | 0.0 | 0 | 0.0 | 0 | 0.0 | 0 | 0.0 | 0 |

| Budget Object Class/Job Class | Gov Rec GR DOLLARS | Gov Rec GR FTE | Gov Rec FED DOLLARS | Gov Rec FED FTE | Gov Rec OTHER DOLLARS | Gov Rec OTHER FTE | Gov Rec TOTAL DOLLARS | Gov Rec TOTAL FTE | Gov Rec One-Time DOLLARS |
|-------------------------------|--------------------------|----------------------|---------------------------|-----------------------|-----------------------------|-------------------------|-----------------------------|-------------------------|--------------------------------|
| Total PS | 0 | 0.0 | 0 | 0.0 | 0 | 0.0 | 0 | 0.0 | 0 |
| Professional Services | | | | | 500,000 | | 500,000 | | |
| Total EE | 0 | 0.0 | 0 | 0.0 | 500,000 | 0.0 | 500,000 | 0.0 | 0 |
| Program Distributions | | | | | | | | | |
| Total PSD | 0 | 0.0 | 0 | 0.0 | 0 | 0.0 | 0 | 0.0 | 0 |
| Transfers | | | | | | | | | |
| Total TRF | 0 | 0.0 | 0 | 0.0 | 0 | 0.0 | 0 | 0.0 | 0 |
| Grand Total | 0 | 0.0 | 0 | 0.0 | 500,000 | 0.0 | 500,000 | 0.0 | 0 |

6. PERFORMANCE MEASURES (If new decision item has an associated core, separately identify projected performance with & without additional funding.)

- 6a. Provide an effectiveness measure.**
- 6b. Provide an efficiency measure.**
- 6c. Provide the number of clients/individuals served, if applicable.**
- 6d. Provide a customer satisfaction measure, if available.**

7. STRATEGIES TO ACHIEVE THE PERFORMANCE MEASUREMENT TARGETS:

- Provide Contingency Fees to increase the number of field audits and to increase the detection of incorrect and inappropriate billings practices
- Provide a review process for the RAC to adopt standardization before providers have the opportunity to appeal
- Structure the coordination of field audits with RAC, OIG, MFCU, CMS, DHSS and other entities
- Accurately maintain fiscal responsibility for contingency fees; accurately report to the federal government the requirements set forth by CMS for metrics such as the number of audits conducted, recovery amounts, number of cases referred for potential fraud, contract periods of performance, contractors' names, and other factors .
- Report elements of this information via the quarterly Form CMS-64 and other forms required by CMS.

FY12 Department of Social Services Report #10

DECISION ITEM DETAIL

| Budget Unit | FY 2010 | FY 2010 | FY 2011 | FY 2011 | FY 2012 | FY 2012 | FY 2012 | FY 2012 |
|--|---------|---------|---------|---------|----------|----------|-----------|---------|
| Decision Item | ACTUAL | ACTUAL | BUDGET | BUDGET | DEPT REQ | DEPT REQ | GOV REC | GOV REC |
| Budget Object Class | DOLLAR | FTE | DOLLAR | FTE | DOLLAR | FTE | DOLLAR | FTE |
| RECOVERY AUDIT & COMPL CONTRT | | | | | | | | |
| Recovery Audit & Comp Contract - 1886022 | | | | | | | | |
| PROFESSIONAL SERVICES | 0 | 0.00 | 0 | 0.00 | 0 | 0.00 | 500,000 | 0.00 |
| TOTAL - EE | 0 | 0.00 | 0 | 0.00 | 0 | 0.00 | 500,000 | 0.00 |
| GRAND TOTAL | \$0 | 0.00 | \$0 | 0.00 | \$0 | 0.00 | \$500,000 | 0.00 |
| GENERAL REVENUE | \$0 | 0.00 | \$0 | 0.00 | \$0 | 0.00 | \$0 | 0.00 |
| FEDERAL FUNDS | \$0 | 0.00 | \$0 | 0.00 | \$0 | 0.00 | \$0 | 0.00 |
| OTHER FUNDS | \$0 | 0.00 | \$0 | 0.00 | \$0 | 0.00 | \$500,000 | 0.00 |

FY12 Department of Social Services Report #9

DECISION ITEM SUMMARY

| Budget Unit | | | | | | | | |
|--|--------------------|--------------|--------------------|--------------|--------------------|--------------|--------------------|--------------|
| Decision Item | FY 2010 | FY 2010 | FY 2011 | FY 2011 | FY 2012 | FY 2012 | FY 2012 | FY 2012 |
| Budget Object Summary | ACTUAL | ACTUAL | BUDGET | BUDGET | DEPT REQ | DEPT REQ | GOV REC | GOV REC |
| Fund | DOLLAR | FTE | DOLLAR | FTE | DOLLAR | FTE | DOLLAR | FTE |
| FINANCE & ADMINISTRATIVE SRVS | | | | | | | | |
| CORE | | | | | | | | |
| PERSONAL SERVICES | | | | | | | | |
| GENERAL REVENUE | 1,985,475 | 51.08 | 1,958,370 | 54.27 | 1,958,370 | 54.27 | 1,958,370 | 47.27 |
| DEPT OF SOC SERV FEDERAL & OTH | 1,054,011 | 27.15 | 1,030,206 | 25.99 | 1,030,206 | 25.99 | 1,030,206 | 24.49 |
| CHILD SUPPORT ENFORCEMENT FUND | 49,890 | 1.28 | 48,336 | 1.14 | 48,336 | 1.14 | 48,336 | 1.14 |
| DOSS ADMINISTRATIVE TRUST | 0 | 0.00 | 3,966 | 0.10 | 3,966 | 0.10 | 3,966 | 0.10 |
| TOTAL - PS | 3,089,376 | 79.51 | 3,040,878 | 81.50 | 3,040,878 | 81.50 | 3,040,878 | 73.00 |
| EXPENSE & EQUIPMENT | | | | | | | | |
| GENERAL REVENUE | 72,686 | 0.00 | 450,621 | 0.00 | 450,374 | 0.00 | 450,183 | 0.00 |
| DEPT OF SOC SERV FEDERAL & OTH | 92,709 | 0.00 | 252,473 | 0.00 | 252,473 | 0.00 | 252,473 | 0.00 |
| CHILD SUPPORT ENFORCEMENT FUND | 0 | 0.00 | 12,513 | 0.00 | 12,513 | 0.00 | 12,513 | 0.00 |
| DOSS ADMINISTRATIVE TRUST | 5,447,744 | 0.00 | 5,448,069 | 0.00 | 1,500,317 | 0.00 | 1,500,317 | 0.00 |
| TOTAL - EE | 5,613,139 | 0.00 | 6,163,676 | 0.00 | 2,215,677 | 0.00 | 2,215,486 | 0.00 |
| TOTAL | 8,702,515 | 79.51 | 9,204,554 | 81.50 | 5,256,555 | 81.50 | 5,256,364 | 73.00 |
| GRAND TOTAL | \$8,702,515 | 79.51 | \$9,204,554 | 81.50 | \$5,256,555 | 81.50 | \$5,256,364 | 73.00 |

CORE DECISION ITEM

Department: Social Services
 Division: Finance and Administrative Services
 Core: Division of Finance and Administrative Services

Budget Unit: 88815C

1. CORE FINANCIAL SUMMARY

| FY 2011 Budget Request | | | | |
|------------------------|-----------|-----------|-----------|-------------|
| | GR | Federal | Other | Total |
| PS | 1,958,370 | 1,030,206 | 52,302 | 3,040,878 |
| EE | 450,374 | 252,473 | 1,512,830 | 2,215,677 E |
| PSD | | | | |
| TRF | | | | |
| Total | 2,408,744 | 1,282,679 | 1,565,132 | 5,256,555 |
| FTE | 54.27 | 25.99 | 1.24 | 81.50 |

| | | | | |
|--|-----------|---------|--------|-----------|
| Est. Fringe | 1,089,833 | 573,310 | 29,106 | 1,692,249 |
| <i>Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.</i> | | | | |

Other Funds: Child Support Enforcement Collections Fund (0169)
 Administrative Trust Fund (0545)

Note: An "E" is requested for the Administrative Trust Fund Centralized Inventory

| FY 2011 Governor's Recommendation | | | | |
|-----------------------------------|-----------|-----------|-----------|-------------|
| | GR | Federal | Other | Total |
| PS | 1,958,370 | 1,030,206 | 52,302 | 3,040,878 |
| EE | 450,183 | 252,473 | 1,512,830 | 2,215,486 E |
| PSD | | | | |
| TRF | | | | |
| Total | 2,408,553 | 1,282,679 | 1,565,132 | 5,256,364 |
| FTE | 47.27 | 24.49 | 1.24 | 73.00 |

| | | | | |
|--|-----------|---------|--------|-----------|
| Est. Fringe | 1,089,833 | 573,310 | 29,106 | 1,692,249 |
| <i>Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.</i> | | | | |

Other Funds: Child Support Enforcement Collections Fund (0169)
 Administrative Trust Fund (0545)

Note: An "E" is requested for the Administrative Trust Fund Centralized Inventory

2. CORE DESCRIPTION

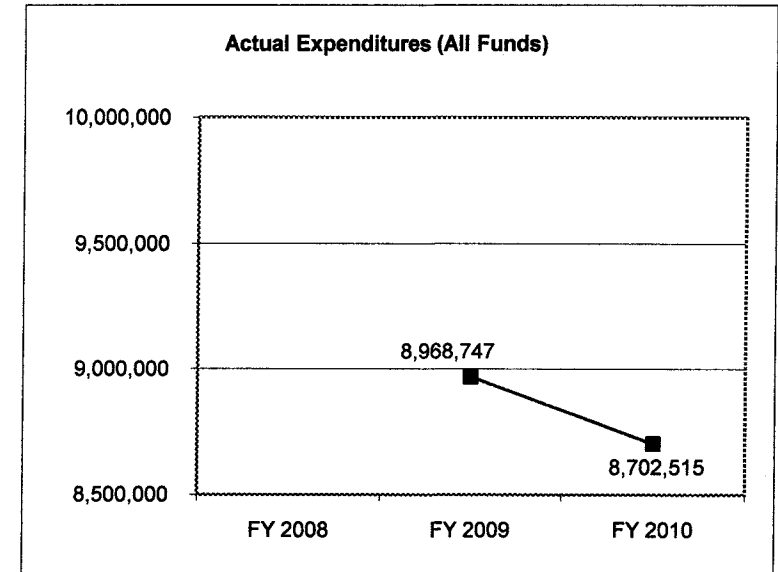
Core funding for the Division of Finance and Administrative Services (DFAS) responsible for providing centralized financial and administrative support to all Department of Social Services divisions. In addition, staff is responsible for the department's research and data management functions which are included in the DFAS core budget.

3. PROGRAM LISTING (list programs included in this core funding)

Division of Finance and Administrative Services

4. FINANCIAL HISTORY

| | FY 2008 Actual | FY 2009 Actual | FY 2010 Actual | FY 2011 Current Yr. |
|---------------------------------|-------------------|-------------------|-------------------|------------------------|
| Appropriation (All Funds) | | 9,514,933 | 8,938,901 | 9,204,554 |
| Less Reverted (All Funds) | | (195,901) | (118,620) | N/A |
| Budget Authority (All Funds) | 0 | 9,319,032 | 8,820,281 | N/A |
| Actual Expenditures (All Funds) | | 8,968,747 | 8,702,515 | N/A |
| Unexpended (All Funds) | 0 | 350,285 | 117,766 | N/A |
| Unexpended, by Fund: | | | | |
| General Revenue | | 112,428 | 6,421 | N/A |
| Federal | | 230,437 | 106,808 | N/A |
| Other | | 7,420 | 4,537 | N/A |



Reverted includes Governor's standard 3 percent reserve (when applicable) and any extraordinary expenditure restrictions.

NOTES:

During FY09 the Division of Finance and Administrative Services was created by combining the Division of Budget and Finance (DBF) and the Division of General Services (DGS). The FY08 DBF and DGS history is on following page.

FY09--Federal Reserves of \$100,000

FY10--Federal Reserves of \$100,000

4. FINANCIAL HISTORY continued

NOTES:

During FY09 the Division of Finance and Administrative Services was created by combining the Division of Budget and Finance (DBF) and the Division of General Services (DGS). The DBF and the DGS expenditure history for FY2008 is below.

Division of Budget and Finance

FY 2008 Actual

| | |
|------------------------------|-----------------|
| Appropriation (All Funds) | 3,072,799 |
| Less Reverted (All Funds) | <u>(60,549)</u> |
| Budget Authority (All Funds) | 3,012,250 |

| | |
|---------------------------------|------------------|
| Actual Expenditures (All Funds) | <u>2,608,204</u> |
| Unexpended (All Funds) | <u>404,046</u> |

Unexpended, by Fund:

| | |
|-----------------|---------|
| General Revenue | 120,750 |
| Federal | 279,128 |
| Other | 4,168 |

Division of General Services

FY 2008 Actual

| | |
|------------------------------|-----------------|
| Appropriation (All Funds) | 6,572,890 |
| Less Reverted (All Funds) | <u>(24,511)</u> |
| Budget Authority (All Funds) | 6,548,379 |

| | |
|---------------------------------|------------------|
| Actual Expenditures (All Funds) | <u>6,356,509</u> |
| Unexpended (All Funds) | <u>191,870</u> |

Unexpended, by Fund:

| | |
|-----------------|--------|
| General Revenue | 77,004 |
| Federal | 78,414 |
| Other | 36,452 |

CORE RECONCILIATION DETAIL

DEPARTMENT OF SOCIAL SERVICES

FINANCE & ADMINISTRATIVE SRVS

5. CORE RECONCILIATION DETAIL

| | | | | Budget Class | FTE | GR | Federal | Other | Total | Explanation |
|---|------|------|----|-----------------|---------------|------------------|------------------|--------------------|--------------------|---|
| TAFP AFTER VETOES | | | | | | | | | | |
| | | | | PS | 81.50 | 1,958,370 | 1,030,206 | 52,302 | 3,040,878 | |
| | | | | EE | 0.00 | 450,621 | 252,473 | 5,460,582 | 6,163,676 | |
| | | | | Total | 81.50 | 2,408,991 | 1,282,679 | 5,512,884 | 9,204,554 | |
| DEPARTMENT CORE ADJUSTMENTS | | | | | | | | | | |
| Core Reduction | 961 | 3058 | EE | | 0.00 | (247) | 0 | 0 | (247) | FY11 expenditure restriction for mileage and prof serv |
| Core Reduction | 968 | 3119 | EE | | 0.00 | 0 | 0 | (3,947,752) | (3,947,752) | Core reduction to revolving fund for FY11 OA mail consolidation |
| Core Reallocation | 471 | 3117 | PS | | 0.00 | 0 | 0 | 0 | (0) | |
| Core Reallocation | 471 | 3113 | PS | | (0.00) | 0 | 0 | 0 | 0 | |
| Core Reallocation | 471 | 3050 | PS | | 0.00 | 0 | 0 | 0 | (0) | |
| NET DEPARTMENT CHANGES | | | | | 0.00 | (247) | 0 | (3,947,752) | (3,947,999) | |
| DEPARTMENT CORE REQUEST | | | | | | | | | | |
| | | | | PS | 81.50 | 1,958,370 | 1,030,206 | 52,302 | 3,040,878 | |
| | | | | EE | 0.00 | 450,374 | 252,473 | 1,512,830 | 2,215,677 | |
| | | | | Total | 81.50 | 2,408,744 | 1,282,679 | 1,565,132 | 5,256,555 | |
| GOVERNOR'S ADDITIONAL CORE ADJUSTMENTS | | | | | | | | | | |
| Core Reduction | 1902 | 3058 | EE | | 0.00 | (191) | 0 | 0 | (191) | FY12 Core Reductions |
| Core Reduction | 2006 | 3117 | PS | | (1.50) | 0 | 0 | 0 | 0 | Empty FTE |
| Core Reduction | 2006 | 3050 | PS | | (7.00) | 0 | 0 | 0 | 0 | Empty FTE |
| NET GOVERNOR CHANGES | | | | | (8.50) | (191) | 0 | 0 | (191) | |

CORE RECONCILIATION DETAIL

DEPARTMENT OF SOCIAL SERVICES
FINANCE & ADMINISTRATIVE SRVS

5. CORE RECONCILIATION DETAIL

| | Budget Class | FTE | GR | Federal | Other | Total | Explanation |
|------------------------------------|-------------------------|--------------|------------------|------------------|------------------|------------------|--------------------|
| GOVERNOR'S RECOMMENDED CORE | | | | | | | |
| | PS | 73.00 | 1,958,370 | 1,030,206 | 52,302 | 3,040,878 | |
| | EE | 0.00 | 450,183 | 252,473 | 1,512,830 | 2,215,486 | |
| | Total | 73.00 | 2,408,553 | 1,282,679 | 1,565,132 | 5,256,364 | |

FLEXIBILITY REQUEST FORM

| | |
|--|--|
| BUDGET UNIT NUMBER: 88815C | DEPARTMENT: Social Services |
| BUDGET UNIT NAME: Division of Finance and Administrative Services | DIVISION: Finance and Administrative Services |

1. Provide the amount by fund of personal service flexibility and the amount by fund of expense and equipment flexibility you are requesting in dollar and percentage terms and explain why the flexibility is needed. If flexibility is being requested among divisions, provide the amount by fund of flexibility you are requesting in dollar and percentage terms and explain why the flexibility is needed.

| |
|--------------------|
| DEPARTMENT REQUEST |
|--------------------|

| Section | PS or E&E | Core | % Flex Requested | Flex Requested Amount |
|---------------|-----------|-------------|------------------|-----------------------|
| | PS | \$3,040,878 | 25% | \$760,219 |
| | E&E | \$715,677 | 25% | \$178,919 |
| Total Request | | \$3,756,555 | | \$939,138 |

2. Estimate how much flexibility will be used for the budget year. How much flexibility was used in the Prior Year Budget and the Current Year Budget? Please specify the amount.

| PRIOR YEAR ACTUAL AMOUNT OF FLEXIBILITY USED | CURRENT YEAR ESTIMATED AMOUNT OF FLEXIBILITY THAT WILL BE USED | BUDGET REQUEST ESTIMATED AMOUNT OF FLEXIBILITY THAT WILL BE USED |
|---|--|--|
|---|--|--|

\$0

H.B. 11 language allows for up to 25% flexibiity for all funds between personal services and expense and equipment.

25% flexibility is being requested in all funds.

3. Please explain how flexibility was used in the prior and/or current years.

| PRIOR YEAR EXPLAIN ACTUAL USE | CURRENT YEAR EXPLAIN PLANNED USE |
|----------------------------------|-------------------------------------|
|----------------------------------|-------------------------------------|

25% flexibility granted for all appropriations. Funds were not utilized.

Flexibility allows DSS to utilize and manage funds in the most efficient and effective manner. Uses will be determined on an "as needed" basis.

FY12 Department of Social Services Report #10

DECISION ITEM DETAIL

| Budget Unit | FY 2010 | FY 2010 | FY 2011 | FY 2011 | FY 2012 | FY 2012 | FY 2012 | FY 2012 |
|--|---------|---------|---------|---------|----------|----------|---------|---------|
| Decision Item | ACTUAL | ACTUAL | BUDGET | BUDGET | DEPT REQ | DEPT REQ | GOV REC | GOV REC |
| Budget Object Class | DOLLAR | FTE | DOLLAR | FTE | DOLLAR | FTE | DOLLAR | FTE |
| FINANCE & ADMINISTRATIVE SRVS | | | | | | | | |
| CORE | | | | | | | | |
| OFFICE SUPPORT ASST (CLERICAL) | 21,372 | 1.00 | 0 | 0.00 | 75,468 | 8.99 | 75,468 | 0.49 |
| SR OFC SUPPORT ASST (CLERICAL) | 4,728 | 0.17 | 27,133 | 1.00 | 0 | (0.00) | 0 | (0.00) |
| ADMIN OFFICE SUPPORT ASSISTANT | 63,432 | 1.99 | 63,432 | 2.00 | 63,432 | 2.00 | 63,432 | 2.00 |
| OFFICE SUPPORT ASST (KEYBRD) | 14,073 | 0.64 | 21,985 | 1.00 | 0 | (0.00) | 0 | (0.00) |
| SR OFC SUPPORT ASST (KEYBRD) | 56,399 | 1.99 | 56,400 | 2.00 | 56,400 | 2.00 | 56,400 | 2.00 |
| PRINTING/MAIL TECHNICIAN I | 110,449 | 4.51 | 0 | 0.00 | 0 | 0.00 | 0 | 0.00 |
| PRINTING/MAIL TECHNICIAN II | 7,106 | 0.25 | 0 | 0.00 | 0 | 0.00 | 0 | 0.00 |
| PRINTING/MAIL TECHNICIAN III | 22,841 | 0.82 | 0 | 0.00 | 0 | 0.00 | 0 | 0.00 |
| PRINTING/MAIL TECHNICIAN IV | 12,941 | 0.39 | 0 | 0.00 | 27,660 | 1.00 | 27,660 | 1.00 |
| STORES CLERK | 12,675 | 0.54 | 0 | 0.00 | 0 | 0.00 | 0 | 0.00 |
| STOREKEEPER I | 24,576 | 1.00 | 24,577 | 1.00 | 24,576 | 1.00 | 24,576 | 1.00 |
| PROCUREMENT OFCR I | 93,834 | 2.50 | 112,560 | 3.00 | 37,296 | 1.00 | 37,296 | 1.00 |
| PROCUREMENT OFCR II | 48,084 | 1.00 | 48,084 | 1.00 | 92,304 | 2.00 | 92,304 | 2.00 |
| OFFICE SERVICES COOR I | 6,451 | 0.16 | 0 | 0.00 | 38,700 | 1.00 | 38,700 | 1.00 |
| ACCOUNT CLERK II | 268,737 | 10.05 | 267,361 | 11.28 | 267,756 | 10.00 | 267,756 | 10.00 |
| AUDITOR II | 34,608 | 0.92 | 37,296 | 1.00 | 0 | (0.00) | 0 | (0.00) |
| ACCOUNTANT I | 159,633 | 5.30 | 181,715 | 6.00 | 150,540 | 5.00 | 150,540 | 5.00 |
| ACCOUNTANT II | 186,330 | 4.73 | 156,780 | 5.00 | 156,780 | 4.00 | 156,780 | 4.00 |
| ACCOUNTING SPECIALIST I | 0 | 0.00 | 0 | 0.00 | 34,644 | 1.00 | 34,644 | 1.00 |
| ACCOUNTING SPECIALIST II | 0 | 0.00 | 0 | 0.00 | 38,700 | 1.00 | 38,700 | 1.00 |
| BUDGET ANAL III | 91,381 | 1.99 | 91,428 | 2.00 | 91,428 | 2.00 | 91,428 | 2.00 |
| RESEARCH ANAL I | 5,196 | 0.17 | 0 | 0.00 | 0 | 0.00 | 0 | 0.00 |
| RESEARCH ANAL II | 29,311 | 0.83 | 35,952 | 1.72 | 35,952 | 1.00 | 35,952 | 1.00 |
| RESEARCH ANAL III | 348,456 | 8.01 | 342,455 | 10.00 | 348,238 | 9.00 | 348,238 | 9.00 |
| RESEARCH ANAL IV | 106,585 | 1.99 | 64,872 | 1.00 | 106,584 | 2.00 | 106,584 | 2.00 |
| EXECUTIVE I | 63,630 | 2.08 | 93,624 | 3.00 | 30,624 | 1.00 | 30,624 | 1.00 |
| EXECUTIVE II | 109,907 | 3.01 | 109,909 | 3.00 | 109,908 | 3.00 | 109,908 | 3.00 |
| TELECOMMUN ANAL IV | 52,200 | 1.00 | 52,200 | 1.00 | 52,200 | 1.00 | 52,200 | 1.00 |
| MOTOR VEHICLE DRIVER | 116,813 | 4.79 | 120,327 | 5.00 | 69,936 | 3.00 | 69,936 | 3.00 |
| EMERGENCY MGMNT COORD | 24,870 | 0.52 | 48,084 | 1.00 | 0 | (0.00) | 0 | (0.00) |
| FISCAL & ADMINISTRATIVE MGR B1 | 118,765 | 2.55 | 140,664 | 3.00 | 189,984 | 4.00 | 189,984 | 4.00 |
| FISCAL & ADMINISTRATIVE MGR B2 | 168,714 | 2.77 | 176,124 | 3.00 | 189,786 | 3.00 | 189,786 | 3.00 |

FY12 Department of Social Services Report #10

DECISION ITEM DETAIL

| Budget Unit | FY 2010 | FY 2010 | FY 2011 | FY 2011 | FY 2012 | FY 2012 | FY 2012 | FY 2012 |
|--|------------------|--------------|------------------|--------------|------------------|--------------|------------------|--------------|
| Decision Item | ACTUAL | ACTUAL | BUDGET | BUDGET | DEPT REQ | DEPT REQ | GOV REC | GOV REC |
| Budget Object Class | DOLLAR | FTE | DOLLAR | FTE | DOLLAR | FTE | DOLLAR | FTE |
| FINANCE & ADMINISTRATIVE SRVS | | | | | | | | |
| CORE | | | | | | | | |
| RESEARCH MANAGER B2 | 69,948 | 1.00 | 69,948 | 1.00 | 69,948 | 1.00 | 69,948 | 1.00 |
| DIVISION DIRECTOR | 91,799 | 1.00 | 91,800 | 1.00 | 91,800 | 1.00 | 91,800 | 1.00 |
| DESIGNATED PRINCIPAL ASST DIV | 189,392 | 2.54 | 184,926 | 2.50 | 184,926 | 2.50 | 184,926 | 2.50 |
| CLERK | 1,036 | 0.05 | 0 | 0.00 | 0 | 0.00 | 0 | 0.00 |
| ACCOUNT CLERK | 3,023 | 0.09 | 0 | 0.00 | 0 | 0.00 | 0 | 0.00 |
| RESEARCH WORKER | 650 | 0.03 | 0 | 0.00 | 0 | 0.00 | 0 | 0.00 |
| MISCELLANEOUS PROFESSIONAL | 786 | 0.01 | 0 | 0.00 | 992 | 0.01 | 992 | 0.01 |
| SPECIAL ASST OFFICIAL & ADMSTR | 71,940 | 1.00 | 71,940 | 1.00 | 71,940 | 1.00 | 71,940 | 1.00 |
| SPECIAL ASST PROFESSIONAL | 153,323 | 3.07 | 144,912 | 3.00 | 170,100 | 3.00 | 170,100 | 3.00 |
| SPECIAL ASST TECHNICIAN | 43,802 | 1.05 | 83,826 | 2.00 | 83,820 | 2.00 | 83,820 | 2.00 |
| SPECIAL ASST OFFICE & CLERICAL | 78,455 | 1.99 | 120,564 | 3.00 | 78,456 | 2.00 | 78,456 | 2.00 |
| REGIONAL OFFICE DIRECTOR | 863 | 0.01 | 0 | 0.00 | 0 | 0.00 | 0 | 0.00 |
| DIRECTOR OF PERFORMANCE REVWS | 262 | 0.00 | 0 | 0.00 | 0 | 0.00 | 0 | 0.00 |
| TOTAL - PS | 3,089,376 | 79.51 | 3,040,878 | 81.50 | 3,040,878 | 81.50 | 3,040,878 | 73.00 |
| TRAVEL, IN-STATE | 10,434 | 0.00 | 13,296 | 0.00 | 10,034 | 0.00 | 10,011 | 0.00 |
| TRAVEL, OUT-OF-STATE | 1,008 | 0.00 | 2,442 | 0.00 | 2 | 0.00 | 2 | 0.00 |
| SUPPLIES | 91,662 | 0.00 | 87,342 | 0.00 | 91,759 | 0.00 | 91,759 | 0.00 |
| PROFESSIONAL DEVELOPMENT | 3,051 | 0.00 | 42,732 | 0.00 | 42,732 | 0.00 | 42,732 | 0.00 |
| COMMUNICATION SERV & SUPP | 31,176 | 0.00 | 28,000 | 0.00 | 32,102 | 0.00 | 32,102 | 0.00 |
| PROFESSIONAL SERVICES | 7,504 | 0.00 | 510,025 | 0.00 | 513,746 | 0.00 | 513,578 | 0.00 |
| HOUSEKEEPING & JANITORIAL SERV | 658 | 0.00 | 1,000 | 0.00 | 1,000 | 0.00 | 1,000 | 0.00 |
| M&R SERVICES | 17,871 | 0.00 | 18,596 | 0.00 | 18,596 | 0.00 | 18,596 | 0.00 |
| MOTORIZED EQUIPMENT | 0 | 0.00 | 1,991 | 0.00 | 2 | 0.00 | 2 | 0.00 |
| OFFICE EQUIPMENT | 0 | 0.00 | 3,000 | 0.00 | 1,200 | 0.00 | 1,200 | 0.00 |
| OTHER EQUIPMENT | 198 | 0.00 | 2,000 | 0.00 | 2,000 | 0.00 | 2,000 | 0.00 |
| PROPERTY & IMPROVEMENTS | 0 | 0.00 | 500 | 0.00 | 2 | 0.00 | 2 | 0.00 |
| BUILDING LEASE PAYMENTS | 0 | 0.00 | 500 | 0.00 | 2 | 0.00 | 2 | 0.00 |
| EQUIPMENT RENTALS & LEASES | 1,461 | 0.00 | 4,000 | 0.00 | 2,000 | 0.00 | 2,000 | 0.00 |
| MISCELLANEOUS EXPENSES | 372 | 0.00 | 500 | 0.00 | 500 | 0.00 | 500 | 0.00 |

FY12 Department of Social Services Report #10

DECISION ITEM DETAIL

| Budget Unit | FY 2010 | FY 2010 | FY 2011 | FY 2011 | FY 2012 | FY 2012 | FY 2012 | FY 2012 |
|-------------------------------|-------------|---------|-------------|---------|-------------|----------|-------------|---------|
| Decision Item | ACTUAL | ACTUAL | BUDGET | BUDGET | DEPT REQ | DEPT REQ | GOV REC | GOV REC |
| Budget Object Class | DOLLAR | FTE | DOLLAR | FTE | DOLLAR | FTE | DOLLAR | FTE |
| FINANCE & ADMINISTRATIVE SRVS | | | | | | | | |
| CORE | | | | | | | | |
| REBILLABLE EXPENSES | 5,447,744 | 0.00 | 5,447,752 | 0.00 | 1,500,000 | 0.00 | 1,500,000 | 0.00 |
| TOTAL - EE | 5,613,139 | 0.00 | 6,163,676 | 0.00 | 2,215,677 | 0.00 | 2,215,486 | 0.00 |
| GRAND TOTAL | \$8,702,515 | 79.51 | \$9,204,554 | 81.50 | \$5,256,555 | 81.50 | \$5,256,364 | 73.00 |
| GENERAL REVENUE | \$2,058,161 | 51.08 | \$2,408,991 | 54.27 | \$2,408,744 | 54.27 | \$2,408,553 | 47.27 |
| FEDERAL FUNDS | \$1,146,720 | 27.15 | \$1,282,679 | 25.99 | \$1,282,679 | 25.99 | \$1,282,679 | 24.49 |
| OTHER FUNDS | \$5,497,634 | 1.28 | \$5,512,884 | 1.24 | \$1,565,132 | 1.24 | \$1,565,132 | 1.24 |

PROGRAM DESCRIPTION

Department: Social Services

Program Name: Division of Finance and Administrative Services

Program is found in the following core budget(s): Division of Finance and Administrative Services

1. What does this program do?

PROGRAM SYNOPSIS: The division provides centralized financial and administrative support to all Department of Social Services divisions.

The Division of Finance and Administrative Services provides centralized financial and administrative support to all Department of Social Services divisions. Financial functions include audit support and contract compliance, budgeting, expenditure review and control, federal grants management and reporting, implementation of the department's fiscal policies, and responding to changes in federal and state fiscal policy. Administrative support services include emergency management, telecommunications, warehouse/inventory coordination and distribution, St. Louis mail services, fleet management and office safety and coordination.

In addition, staff responsible for the department's research and data management functions are included in the DFAS. The Center for Management Information (CMI) provides direction for the Department's research and data management functions, which also includes coordination of all legislative fiscal notes.

Following is a description of core DFAS functions.

•**Payment Processing Oversight:** DFAS maintains final approval of payments and is charged with overall compliance with state and federal laws or regulations and adherence to sound and accepted accounting principles. In addition, DFAS is the Department's accounting, purchasing, and payroll liaison with Office of Administration and other agencies working cooperatively with DSS.

•**Audit and Contract Compliance:** DFAS focuses audit resources on improving department financial systems, payment processes and procedures. In this effort, audit staff are charged with identifying weaknesses in department financial controls and opportunities to improve operational efficiencies. DFAS also serves as the point of contact with the State Auditor's office.

•**Procurement:** The Procurement Unit coordinates the procurement of all commodities and services required by the Department. The procurement officers serve as liaisons between program divisions and the Office of Administration, Division of Purchasing and Materials Management. They coordinate the development of Requests for Proposals (RFP's) and assist with securing contracts for various goods and services. All procurement functions are in accordance with applicable statutes and maximizes competitive procurement and awards on all contracts.

•**Payroll:** The payroll function includes maintaining employee time and leave and managing all issues relating to salary payments.

•**Management and Reporting:** DFAS manages approximately 60 grants with a value of over \$7.2 billion in federal funds. The agency serves as the single state contact for federal grants that include Temporary Aid to Needy Families (TANF), Social Services Block Grant (SSBG), Medicaid Title XIX and Title XXI, IV-D and IV-E. The Division is responsible for the processes that provide for daily cash draws and deposits to federal funds that support Department of Social Services' and certain other departments' programs. As the single state contact, DFAS compiles required monthly, quarterly and annual reports associated with each grant and submits these to the federal government on behalf of DSS or another department.

•**Budget:** DFAS directs and helps prepare the department budget, compiling and evaluating budget proposals from DSS divisions. In addition, DFAS serves as the department's budget liaison with Office of Administration and House and Senate budget staff and supports divisions during budget hearings. The budget section is responsible for department expenditure control, assuring there is sufficient cash to support available authority, monitoring spending rates and determining that department expenditures are within the scope of house bill intent.

•**Emergency Management/SEMA:** DFAS leads DSS initiatives to provide statewide mass care (shelter, food and water) coordination during emergencies through the assistance of partner agencies (Red Cross, Salvation Army and other volunteer agencies active in disasters). DFAS 1) helps to coordinate deployment of local DSS staff in affected areas to assist in setting up and staffing local shelters; and 2) ensures local staff assure safety of youth in DYS programs and children in Children's Division custody. In the case of an emergency, DFAS would take the lead in contacting corporate partners to provide food and water to shelter locations. DFAS participates in hot-wash exercises after an actual emergency or drill.

•**Telecommunications:** DFAS provides technical expertise in the design, acquisition and installation of telecommunication services and equipment for DSS offices across the state. DFAS telecommunications staff serve as the DSS liaison with OA/ITSD and telecommunication vendors, take the lead in resolving service issues and mediate vendor disputes to get service restored. DFAS also takes the lead in training DSS personnel statewide in the use and management of telecommunications systems and services.

•**Warehouse/Inventory Management:** Responsibilities include acquisition, storage and distribution of bulk supplies, division forms and envelopes, etc.; management and tracking of non-expendable property/fixed assets inventory; surplus property retrieval and disposition; request on-site sealed bids on vehicles and furniture; and delivery of supplies to JC offices and shipping via UPS and freight companies. In addition, this unit maintains and schedules DSS pool cars in Jefferson City.

•**St. Louis Mail Services:** DFAS provides mail courier services for offices located in St. Louis and St. Louis County; drivers pickup and deliver outgoing and interagency mail at various locations and ensure outgoing mail is ready for pickup by the contracted mail services vendor on a daily basis.

•**DSS Fleet Management:** Coordinates all requirements relating to DSS vehicles. This unit oversees 1) maintenance of vehicle records and information; 2) processing vehicle title/registration forms; and 3) processing state fleet (Voyager) card additions, changes, deletions, etc. DFAS also acts as the DSS liaison with the State Fleet Coordinator, state fleet card contractor and Department of Natural Resources.

•**Office Coordination and Safety:** Responsibilities include coordinating DSS office needs, offices moves and leases with Office of Administration and acting as safety coordination for the DSS.

Center for Management Information (CMI) core functions include:

•**Data Management:** Coordinates and oversees data research, data mining, data reporting and program evaluation for the department. This is accomplished through a series of periodic reports available on the department's web site. In addition, ad hoc requests from the department's large computer system are researched and compiled to help management evaluate programs. Finally, external reports and program evaluations are prepared for use by departmental management, legislature, Governor's Office and media.

•**Fiscal Notes:** Coordinate all fiscal note preparation for the Department. Additionally, provides a central contact point for the legislature and the Governor's Office for all fiscal note inquiries and questions.

2. What is the authorization for this program, i.e., federal or state statute, etc.? (Include the federal program number, if applicable.)

State Statute: RSMo. 660.010.

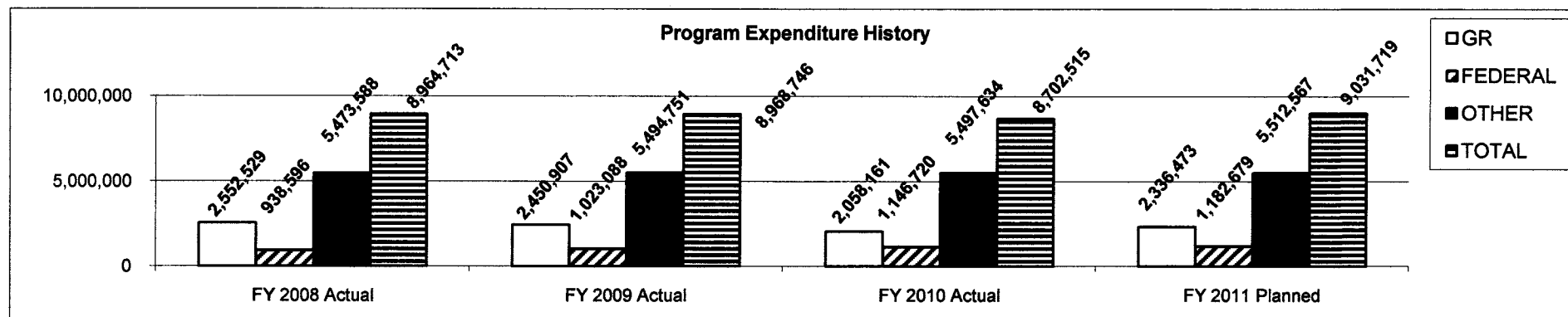
3. Are there federal matching requirements? If yes, please explain.

This program does not have a federal matching requirement; however expenditures are pooled with other departmental administrative expenditures to earn a federal indirect rate.

4. Is this a federally mandated program? If yes, please explain.

No.

5. Provide actual expenditures for the prior three fiscal years and planned expenditures for the current fiscal year.



Note: The FY2009 budget merged the Division of Budget and Finance and the Division of General Services into the Division of Finance and Administrative Services. Below is the historical breakout between divisions.

FY2008

Division of Budget & Finance - \$1,837,014 GR; \$771,190 FF Division of General Services - \$715,515 GR; \$167,406 FF; \$5,473,588 OT

6. What are the sources of the "Other " funds?

Child Support Collections (0169)
Administrative Trust Funds (0545)

7a. Provide an effectiveness measure.

| SFY | Average Time Between Invoice and Vendor Payment (Days) | |
|------|--|-----------|
| | Actual | Projected |
| 2008 | 27 | 28 |
| 2009 | 26 | 27 |
| 2010 | 20 | 24 |
| 2011 | | 20 |
| 2012 | | 20 |
| 2013 | | 20 |

The Division of Finance and Administrative Services provides support functions for all DSS divisions and programs. Other effectiveness measures can be found in divisional sections.

7b. Provide an efficiency measure.

| SFY | Percent of Employees Using Direct Deposit | |
|------|---|-----------|
| | Actual | Projected |
| 2008 | 98%* | 100% |
| 2009 | 100% | 100% |
| 2010 | 100% | 100% |
| 2011 | | 100% |
| 2012 | | 100% |
| 2013 | | 100% |

*Effective January 1, 2008 Direct Deposit is mandatory. The 2% are new employees or employees changing banks.

| SFY | Average Number of Payment Documents Processed per FTE | | |
|------|---|--------|-----------|
| | # of FTE | Actual | Projected |
| 2008 | 16.5 | 10,964 | 10,000 |
| 2009 | 14.5 | 12,964 | 10,500 |
| 2010 | 9.0 | 18,625 | 10,500 |
| 2011 | 8.0 | | 20,875 |
| 2012 | 7.0 | | 23,900 |
| 2013 | 7.0 | | 23,900 |

The Division of Finance and Administrative Services provides support functions for all DSS divisions and programs. Other efficiency measures can be found in divisional sections.

7c. Provide the number of clients/individuals served, if applicable.

| SFY | Purchasing Requisitions Processed | | Travel Expenses Processed | |
|------|-----------------------------------|-----------|---------------------------|-----------|
| | Actual | Projected | Actual | Projected |
| 2008 | 11,340 | 11,000 | 32,154 | 33,000 |
| 2009 | 12,721 | 11,000 | 30,742 | 33,000 |
| 2010 | * | 13,200 | 25,744 | 33,000 |
| 2011 | | 13,000 | | 24,000 |
| 2012 | | 12,700 | | 24,000 |
| 2013 | | 12,500 | | 24,000 |

*Due to employee turnover, purchase requisitions processed were not tracked in FY10.

| SFY | Number of Payment Documents Processed | |
|------|---------------------------------------|-----------|
| | Actual | Projected |
| 2008 | 180,908 | 180,000 |
| 2009 | 181,491 | 180,000 |
| 2010 | 167,628 | 180,000 |
| 2011 | | 167,000 |
| 2012 | | 167,000 |
| 2013 | | 167,000 |

Support services are provided to over 8,100 departmental employees which includes turnover, part-time and temporary employees.

7d. Provide a customer satisfaction measure, if available.

FY12 Department of Social Services Report #9

DECISION ITEM SUMMARY

| Budget Unit | | | | | | | | |
|--------------------------------|-----------|---------|-----------|---------|-----------|----------|-----------|---------|
| Decision Item | FY 2010 | FY 2010 | FY 2011 | FY 2011 | FY 2012 | FY 2012 | FY 2012 | FY 2012 |
| Budget Object Summary | ACTUAL | ACTUAL | BUDGET | BUDGET | DEPT REQ | DEPT REQ | GOV REC | GOV REC |
| Fund | DOLLAR | FTE | DOLLAR | FTE | DOLLAR | FTE | DOLLAR | FTE |
| REVENUE MAXIMATION | | | | | | | | |
| CORE | | | | | | | | |
| EXPENSE & EQUIPMENT | | | | | | | | |
| DEPT OF SOC SERV FEDERAL & OTH | 195,000 | 0.00 | 250,000 | 0.00 | 250,000 | 0.00 | 250,000 | 0.00 |
| TOTAL - EE | 195,000 | 0.00 | 250,000 | 0.00 | 250,000 | 0.00 | 250,000 | 0.00 |
| TOTAL | 195,000 | 0.00 | 250,000 | 0.00 | 250,000 | 0.00 | 250,000 | 0.00 |
| GRAND TOTAL | \$195,000 | 0.00 | \$250,000 | 0.00 | \$250,000 | 0.00 | \$250,000 | 0.00 |

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CORE DECISION ITEM

Department: Social Services
Division: Finance and Administrative Services
Core: Revenue Maximization

Budget Unit: 88817C

1. CORE FINANCIAL SUMMARY

| | FY 2012 Budget Request | | | |
|-------|------------------------|---------|-------|-----------|
| | GR | Federal | Other | Total |
| PS | | | | |
| EE | | 250,000 | | 250,000 E |
| PSD | | | | |
| TRF | | | | |
| Total | | 250,000 | | 250,000 E |
| FTE | | | | 0.00 |

| | | | | |
|---|---|---|---|---|
| Est. Fringe | 0 | 0 | 0 | 0 |
| Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation. | | | | |

Other Funds:

Note: An "E" is requested for federal funds.

| | FY 2012 Governor's Recommendation | | | |
|-------|-----------------------------------|---------|-------|-----------|
| | GR | Federal | Other | Total |
| PS | | | | |
| EE | | 250,000 | | 250,000 E |
| PSD | | | | |
| TRF | | | | |
| Total | | 250,000 | | 250,000 E |
| FTE | | | | 0.00 |

| | | | | |
|---|---|---|---|---|
| Est. Fringe | 0 | 0 | 0 | 0 |
| Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation. | | | | |

Other Funds:

Note: An "E" is requested for federal funds.

2. CORE DESCRIPTION

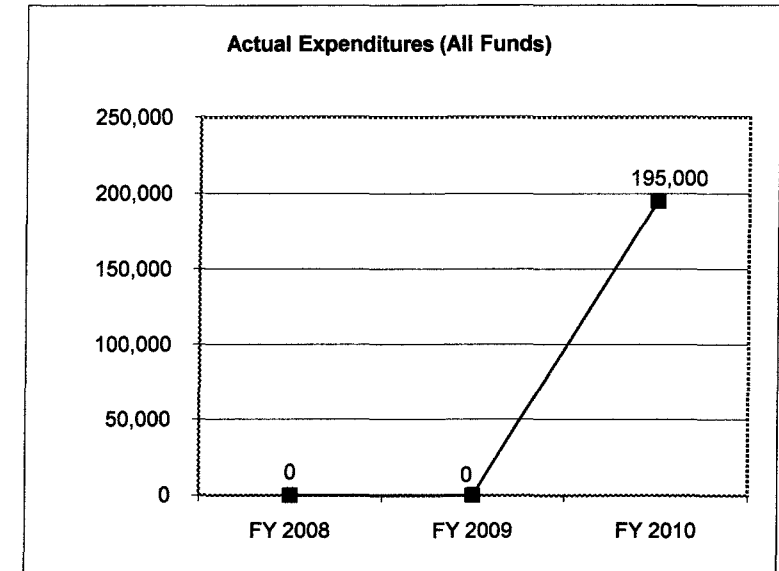
Core budget to provide the Department of Social Services (DSS) with a mechanism for payment of fees to contractors who engage in revenue maximization projects on behalf of the Department.

3. PROGRAM LISTING (list programs included in this core funding)

Revenue Maximization

4. FINANCIAL HISTORY

| | FY 2008 Actual | FY 2009 Actual | FY 2010 Actual | FY 2011 Current Yr. |
|---------------------------------|-------------------|-------------------|-------------------|------------------------|
| Appropriation (All Funds) | 1,000,000 | 1,000,000 | 250,000 | 250,000 |
| Less Reverted (All Funds) | | | | N/A |
| Budget Authority (All Funds) | 1,000,000 | 1,000,000 | 250,000 | N/A |
| Actual Expenditures (All Funds) | 0 | 0 | 195,000 | N/A |
| Unexpended (All Funds) | 1,000,000 | 1,000,000 | 55,000 | N/A |
| Unexpended, by Fund: | | | | |
| General Revenue | | | | N/A |
| Federal | 1,000,000 | 1,000,000 | 55,000 | N/A |
| Other | | | | N/A |



Reverted includes Governor's standard 3 percent reserve (when applicable) and any extraordinary expenditure restrictions.

NOTES:

FY2008 -- \$1,000,000 federal fund agency reserve for authority in excess of cash.

FY2009 -- \$1,000,000 federal fund agency reserve for authority in excess of cash.

CORE RECONCILIATION DETAIL

DEPARTMENT OF SOCIAL SERVICES

REVENUE MAXIMATION

5. CORE RECONCILIATION DETAIL

| | Budget Class | FTE | GR | Federal | Other | Total | Explanation |
|------------------------------------|-------------------------|-------------|-----------|----------------|--------------|----------------|--------------------|
| TAFP AFTER VETOES | EE | 0.00 | 0 | 250,000 | 0 | 250,000 | |
| | Total | 0.00 | 0 | 250,000 | 0 | 250,000 | |
| DEPARTMENT CORE REQUEST | EE | 0.00 | 0 | 250,000 | 0 | 250,000 | |
| | Total | 0.00 | 0 | 250,000 | 0 | 250,000 | |
| GOVERNOR'S RECOMMENDED CORE | EE | 0.00 | 0 | 250,000 | 0 | 250,000 | |
| | Total | 0.00 | 0 | 250,000 | 0 | 250,000 | |

FY12 Department of Social Services Report #10

DECISION ITEM DETAIL

| Budget Unit | FY 2010 | FY 2010 | FY 2011 | FY 2011 | FY 2012 | FY 2012 | FY 2012 | FY 2012 |
|-----------------------|-----------|---------|-----------|---------|-----------|----------|-----------|---------|
| Decision Item | ACTUAL | ACTUAL | BUDGET | BUDGET | DEPT REQ | DEPT REQ | GOV REC | GOV REC |
| Budget Object Class | DOLLAR | FTE | DOLLAR | FTE | DOLLAR | FTE | DOLLAR | FTE |
| REVENUE MAXIMIZATION | | | | | | | | |
| CORE | | | | | | | | |
| PROFESSIONAL SERVICES | 195,000 | 0.00 | 250,000 | 0.00 | 250,000 | 0.00 | 250,000 | 0.00 |
| TOTAL - EE | 195,000 | 0.00 | 250,000 | 0.00 | 250,000 | 0.00 | 250,000 | 0.00 |
| GRAND TOTAL | \$195,000 | 0.00 | \$250,000 | 0.00 | \$250,000 | 0.00 | \$250,000 | 0.00 |
| GENERAL REVENUE | \$0 | 0.00 | \$0 | 0.00 | \$0 | 0.00 | \$0 | 0.00 |
| FEDERAL FUNDS | \$195,000 | 0.00 | \$250,000 | 0.00 | \$250,000 | 0.00 | \$250,000 | 0.00 |
| OTHER FUNDS | \$0 | 0.00 | \$0 | 0.00 | \$0 | 0.00 | \$0 | 0.00 |

PROGRAM DESCRIPTION

Department: Social Services

Program Name: Revenue Maximization

Program is found in the following core budget(s): Revenue Maximization

1. What does this program do?

PROGRAM SYNOPSIS: Provides a mechanism to make contingency contract payments on revenue maximization projects.

The Department of Social Services enlists the assistance of private entities that specialize in maximizing federal program dollars and identifying other non-GR sources.

2. What is the authorization for this program, i.e., federal or state statute, etc.? (Include the federal program number, if applicable.)

State Statute: RSMo. 660.010.

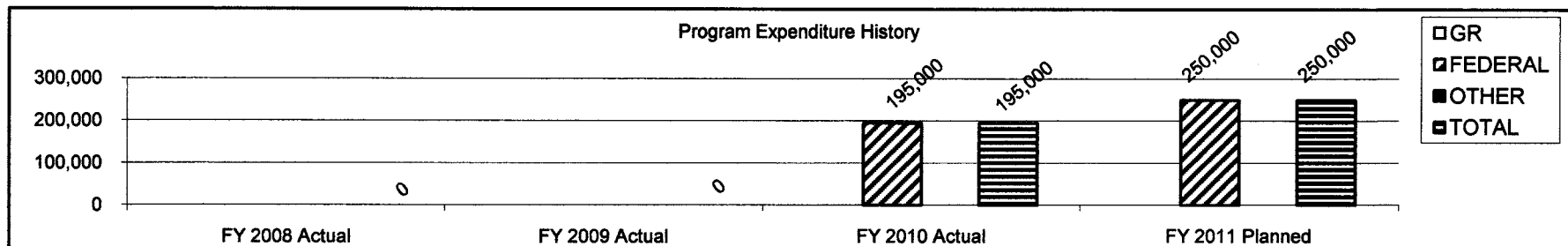
3. Are there federal matching requirements? If yes, please explain.

No. Contractors are paid from new federal funds resulting from successful revenue maximization projects. There may be a state match required to receive the additional funds.

4. Is this a federally mandated program? If yes, please explain.

No.

5. Provide actual expenditures for the prior three fiscal years and planned expenditures for the current fiscal year.



6. What are the sources of the "Other " funds?

N/A

7a. Provide an effectiveness measure.

| SFY | Title IV-E New Revenues | | Medicaid New Revenues | | TANF Revenues | |
|------|-------------------------|--------|-----------------------|--------------|---------------|--------------|
| | Projected | Actual | Projected | Actual | Projected | Actual |
| 2008 | \$3,000,000 | \$0* | \$5,500,000 | \$0 | | |
| 2009 | \$0 | \$0* | \$2,000,000 | \$0 | | |
| 2010 | \$0 | \$0* | \$0 | \$31,693,332 | | \$18,000,000 |
| 2011 | \$0 | | \$10,000,000 | | \$29,500,000 | |
| 2012 | \$0 | | \$0 | | \$0 | |
| 2013 | \$0 | | \$0 | | \$0 | |

*No "new" revenues have been identified; previous new revenue identified has now become common practice.

7b. Provide an efficiency measure.

| SFY | New Annual Revenue per \$1 Cost* | |
|------|-------------------------------------|---------|
| | Projected | Actual |
| 2008 | \$20 | \$0** |
| 2009 | \$20 | \$0** |
| 2010 | \$20 | \$0.014 |
| 2011 | \$0.009 | |
| 2012 | \$0 | |
| 2013 | \$0 | |

*Anticipated revenues from fully implemented initiatives

**No contractor payments for current initiatives after not-to-exceed contractor cost cap is reached

7c. Provide the number of clients/individuals served, if applicable.**7d. Provide a customer satisfaction measure, if available.**

FY12 Department of Social Services Report #9

DECISION ITEM SUMMARY

| Budget Unit | | | | | | | | |
|---|-------------|---------|-------------|---------|-------------|----------|-------------|---------|
| Decision Item | FY 2010 | FY 2010 | FY 2011 | FY 2011 | FY 2012 | FY 2012 | FY 2012 | FY 2012 |
| Budget Object Summary | ACTUAL | ACTUAL | BUDGET | BUDGET | DEPT REQ | DEPT REQ | GOV REC | GOV REC |
| Fund | DOLLAR | FTE | DOLLAR | FTE | DOLLAR | FTE | DOLLAR | FTE |
| RECEIPT & DISBURSEMENT-REFUNDS | | | | | | | | |
| CORE | | | | | | | | |
| PROGRAM-SPECIFIC | | | | | | | | |
| TITLE XIX-FEDERAL AND OTHER | 3,983,361 | 0.00 | 1,397,000 | 0.00 | 1,397,000 | 0.00 | 1,397,000 | 0.00 |
| FEDERAL AND OTHER | 11,642 | 0.00 | 53,000 | 0.00 | 53,000 | 0.00 | 53,000 | 0.00 |
| TEMP ASSIST NEEDY FAM FEDERAL | 539 | 0.00 | 25,000 | 0.00 | 25,000 | 0.00 | 25,000 | 0.00 |
| DEPT OF SOC SERV FEDERAL & OTH | 144,883 | 0.00 | 225,000 | 0.00 | 225,000 | 0.00 | 225,000 | 0.00 |
| PHARMACY REBATES | 1,600 | 0.00 | 25,000 | 0.00 | 25,000 | 0.00 | 25,000 | 0.00 |
| THIRD PARTY LIABILITY COLLECT | 237,554 | 0.00 | 125,000 | 0.00 | 125,000 | 0.00 | 125,000 | 0.00 |
| PREMIUM | 1,813,470 | 0.00 | 650,000 | 0.00 | 650,000 | 0.00 | 650,000 | 0.00 |
| TOTAL - PD | 6,193,049 | 0.00 | 2,500,000 | 0.00 | 2,500,000 | 0.00 | 2,500,000 | 0.00 |
| TOTAL | 6,193,049 | 0.00 | 2,500,000 | 0.00 | 2,500,000 | 0.00 | 2,500,000 | 0.00 |
| GRAND TOTAL | \$6,193,049 | 0.00 | \$2,500,000 | 0.00 | \$2,500,000 | 0.00 | \$2,500,000 | 0.00 |

CORE DECISION ITEM

Department: Social Services
Division: Finance and Administrative Services
Core: Receipt and Disbursement--Refunds

Budget Unit: 88853C

1. CORE FINANCIAL SUMMARY

| | FY 2012 Budget Request | | | |
|-------|------------------------|-----------|---------|-------------|
| | GR | Federal | Other | Total |
| PS | | | | |
| EE | | | | |
| PSD | | 1,700,000 | 800,000 | 2,500,000 E |
| TRF | | | | |
| Total | | 1,700,000 | 800,000 | 2,500,000 E |
| FTE | | | | 0.00 |

| | | | | |
|---|---|---|---|---|
| Est. Fringe | 0 | 0 | 0 | 0 |
| Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation. | | | | |

Other Funds:Third Party Liability Collections Fund (0120)
Premium Fund (0885)
Pharmacy Rebates (0114)

Note: "E's" are requested in all funds.

| | FY 2012 Governor's Recommendation | | | |
|-------|-----------------------------------|-----------|---------|-------------|
| | GR | Federal | Other | Total |
| PS | | | | |
| EE | | | | |
| PSD | | 1,700,000 | 800,000 | 2,500,000 E |
| TRF | | | | |
| Total | | 1,700,000 | 800,000 | 2,500,000 E |
| FTE | | | | 0.00 |

| | | | | |
|---|---|---|---|---|
| Est. Fringe | 0 | 0 | 0 | 0 |
| Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation. | | | | |

Other Funds:Third Party Liability Collections Fund (0120)
Premium Fund (0885)
Pharmacy Rebates (0114)

Note: "E's" are requested in all funds.

2. CORE DESCRIPTION

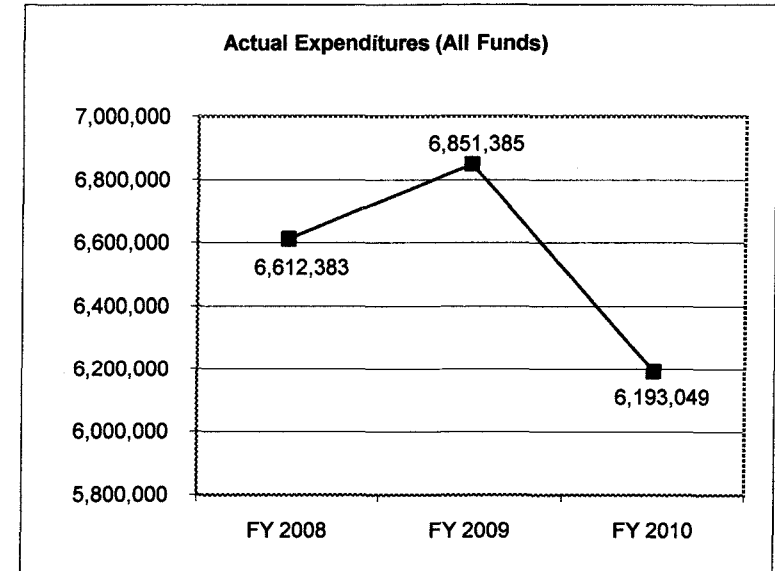
Core budget for the Division of Finance and Administrative Services to manage (refund) incorrectly deposited receipts.

3. PROGRAM LISTING (list programs included in this core funding)

Receipt and Disbursement - Refunds

4. FINANCIAL HISTORY

| | FY 2008 Actual | FY 2009 Actual | FY 2010 Actual | FY 2011 Current Yr. |
|---------------------------------|-------------------|-------------------|-------------------|------------------------|
| Appropriation (All Funds) | 2,500,000 | 2,500,000 | 2,500,000 | 2,500,000 |
| Less Reverted (All Funds) | | | | N/A |
| Budget Authority (All Funds) | 2,500,000 | 2,500,000 | 2,500,000 | N/A |
| Actual Expenditures (All Funds) | 6,612,383 | 6,851,385 | 6,193,049 | N/A |
| Unexpended (All Funds) | (4,112,383) | (4,351,385) | (3,693,049) | N/A |
| Unexpended, by Fund: | | | | |
| General Revenue | | | | N/A |
| Federal | (2,615,957) | (2,802,921) | (2,440,425) | N/A |
| Other | (1,496,426) | (1,548,464) | (1,252,624) | N/A |



Reverted includes Governor's standard 3 percent reserve (when applicable) and any extraordinary expenditure restrictions.

NOTES:

FY2008--"E" increases=\$2,852,000 federal fund (0163); \$125,000 Third Party Liability \$1,455,000 Premiums.

FY2009--"E" increases=\$2,937,000 federal fund (0163); \$10,000 federal fund (0189); \$50,000 Pharmacy Rebates; \$436,650 Third Party Liability; \$1,135,000 Premiums

FY2010--"E" increases=\$2,586,515 federal fund (0163); \$200,000 Third Party Liability; \$1,225,000 Premiums

CORE RECONCILIATION DETAIL

DEPARTMENT OF SOCIAL SERVICES
RECEIPT & DISBURSEMENT-REFUNDS

5. CORE RECONCILIATION DETAIL

| | Budget Class | FTE | GR | Federal | Other | Total | Explanation |
|------------------------------------|-----------------|-------------|----------|------------------|----------------|------------------|-------------|
| <hr/> | | | | | | | |
| TAFP AFTER VETOES | | | | | | | |
| | PD | 0.00 | 0 | 1,700,000 | 800,000 | 2,500,000 | |
| | Total | 0.00 | 0 | 1,700,000 | 800,000 | 2,500,000 | |
| <hr/> | | | | | | | |
| DEPARTMENT CORE REQUEST | | | | | | | |
| | PD | 0.00 | 0 | 1,700,000 | 800,000 | 2,500,000 | |
| | Total | 0.00 | 0 | 1,700,000 | 800,000 | 2,500,000 | |
| <hr/> | | | | | | | |
| GOVERNOR'S RECOMMENDED CORE | | | | | | | |
| | PD | 0.00 | 0 | 1,700,000 | 800,000 | 2,500,000 | |
| | Total | 0.00 | 0 | 1,700,000 | 800,000 | 2,500,000 | |
| <hr/> | | | | | | | |

FY12 Department of Social Services Report #10

DECISION ITEM DETAIL

| Budget Unit | FY 2010 | FY 2010 | FY 2011 | FY 2011 | FY 2012 | FY 2012 | FY 2012 | FY 2012 |
|--------------------------------|-------------|---------|-------------|---------|-------------|----------|-------------|---------|
| Decision Item | ACTUAL | ACTUAL | BUDGET | BUDGET | DEPT REQ | DEPT REQ | GOV REC | GOV REC |
| Budget Object Class | DOLLAR | FTE | DOLLAR | FTE | DOLLAR | FTE | DOLLAR | FTE |
| RECEIPT & DISBURSEMENT-REFUNDS | | | | | | | | |
| CORE | | | | | | | | |
| REFUNDS | 6,193,049 | 0.00 | 2,500,000 | 0.00 | 2,500,000 | 0.00 | 2,500,000 | 0.00 |
| TOTAL - PD | 6,193,049 | 0.00 | 2,500,000 | 0.00 | 2,500,000 | 0.00 | 2,500,000 | 0.00 |
| GRAND TOTAL | \$6,193,049 | 0.00 | \$2,500,000 | 0.00 | \$2,500,000 | 0.00 | \$2,500,000 | 0.00 |
| GENERAL REVENUE | \$0 | 0.00 | \$0 | 0.00 | \$0 | 0.00 | \$0 | 0.00 |
| FEDERAL FUNDS | \$4,140,425 | 0.00 | \$1,700,000 | 0.00 | \$1,700,000 | 0.00 | \$1,700,000 | 0.00 |
| OTHER FUNDS | \$2,052,624 | 0.00 | \$800,000 | 0.00 | \$800,000 | 0.00 | \$800,000 | 0.00 |

PROGRAM DESCRIPTION

Department: Social Services

Program Name: Receipt and Disbursement--Refunds

Program is found in the following core budget(s): Receipt and Disbursement--Refunds

1. What does this program do?

PROGRAM SYNOPSIS: This appropriation allows the department to make timely deposits of all receipts and then to make refunds or corrections when necessary.

This appropriation allows the department to make timely deposits of all receipts and then to make refunds or corrections when necessary. Pursuing this method creates additional interest earnings for the state treasury. Delaying the deposit of funds increases the chance that funds will be misused. The State Auditor, who routinely reviews the cash receipt function of the department for accuracy and timeliness, endorses prompt deposit of all funds received. This appropriation also affords the division the authority to make correcting payments in the event funds were originally deposited to an inappropriate fund or when refunds to the payer are required due to an original overpayment.

The Department of Social Services receives hundreds of checks daily. Fiscal integrity and internal controls over cash receipts call for prompt deposit of all funds until a determination can be made as to proper deposit or distribution of the funds. A typical transaction would be when insurance companies and/or other parties liable for medical bills of clients reimburse Medicaid for the entire cost of the care rather than only the portion paid by Medicaid. Later, when the proper amount is determined, a refund is issued from this account for the difference. Another frequent use of this appropriation is to refund a portion of the premium paid by a family when they leave the program.

2. What is the authorization for this program, i.e., federal or state statute, etc.? (Include the federal program number, if applicable.)

State Statute: RSMo. 660.010.

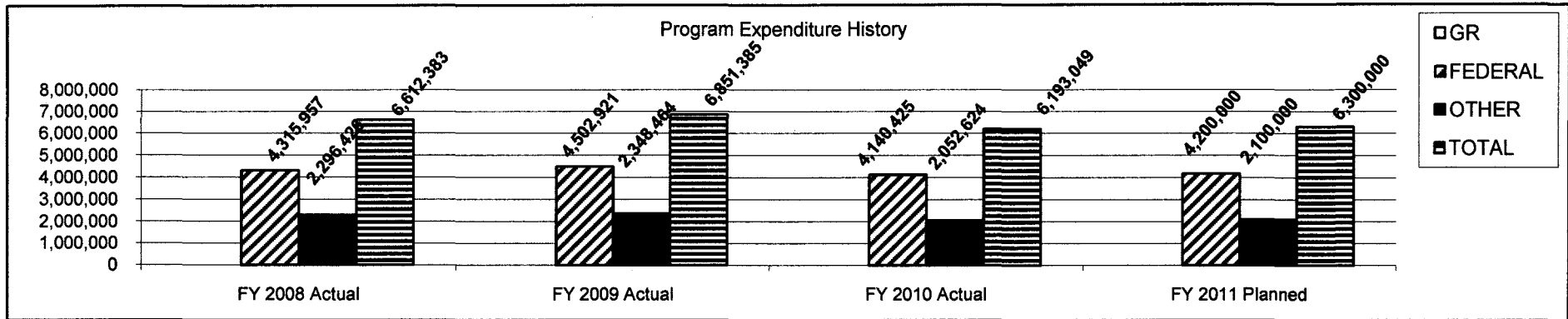
3. Are there federal matching requirements? If yes, please explain.

No.

4. Is this a federally mandated program? If yes, please explain.

No.

5. Provide actual expenditures for the prior three fiscal years and planned expenditures for the current fiscal year.



6. What are the sources of the "Other " funds?

Pharmacy Rebates (0114), Third Party Liability (0120) and Premiums (0885).

7a. Provide an effectiveness measure.

| SFY | Amount of Refunds Processed | |
|------|-----------------------------|-------------|
| | Actual | Projected |
| 2008 | \$6,612,384 | \$2,500,000 |
| 2009 | \$6,851,385 | \$2,500,000 |
| 2010 | \$6,193,049 | \$6,500,000 |
| 2011 | | \$6,300,000 |
| 2012 | | \$6,300,000 |
| 2013 | | \$6,300,000 |

7b. Provide an efficiency measure.

This is an operational appropriation for a pass through funding source. Efficiency measures are not applicable.

7c. Provide the number of clients/individuals served, if applicable.

7d. Provide a customer satisfaction measure, if available.

FY12 Department of Social Services Report #9

DECISION ITEM SUMMARY

| Budget Unit | | | | | | | | |
|--|--------------------|-------------|--------------------|-------------|--------------------|-------------|--------------------|-------------|
| Decision Item | FY 2010 | FY 2010 | FY 2011 | FY 2011 | FY 2012 | FY 2012 | FY 2012 | FY 2012 |
| Budget Object Summary | ACTUAL | ACTUAL | BUDGET | BUDGET | DEPT REQ | DEPT REQ | GOV REC | GOV REC |
| Fund | DOLLAR | FTE | DOLLAR | FTE | DOLLAR | FTE | DOLLAR | FTE |
| NEGLECTED & DELINQUENT CHLDRN | | | | | | | | |
| CORE | | | | | | | | |
| PROGRAM-SPECIFIC | | | | | | | | |
| GENERAL REVENUE | 2,156,070 | 0.00 | 2,100,000 | 0.00 | 2,100,000 | 0.00 | 2,100,000 | 0.00 |
| TOTAL - PD | 2,156,070 | 0.00 | 2,100,000 | 0.00 | 2,100,000 | 0.00 | 2,100,000 | 0.00 |
| TOTAL | 2,156,070 | 0.00 | 2,100,000 | 0.00 | 2,100,000 | 0.00 | 2,100,000 | 0.00 |
| GRAND TOTAL | \$2,156,070 | 0.00 | \$2,100,000 | 0.00 | \$2,100,000 | 0.00 | \$2,100,000 | 0.00 |

CORE DECISION ITEM

Department: Social Services
 Division: Finance and Administrative Services
 Core: Neglected and Delinquent Children

Budget Unit: 88854C

1. CORE FINANCIAL SUMMARY

| FY 2012 Budget Request | | | | |
|------------------------|-----------|---------|-------|-----------|
| | GR | Federal | Other | Total |
| PS | | | | |
| EE | | | | |
| PSD | 2,100,000 | | | 2,100,000 |
| TRF | | | | |
| Total | 2,100,000 | | | 2,100,000 |
| FTE | | | | 0.00 |

| | | | | |
|---|---|---|---|---|
| Est. Fringe | 0 | 0 | 0 | 0 |
| Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation. | | | | |

Other Funds:

| FY 2012 Governor's Recommendation | | | | |
|-----------------------------------|-----------|---------|-------|-----------|
| | GR | Federal | Other | Total |
| PS | | | | |
| EE | | | | |
| PSD | 2,100,000 | | | 2,100,000 |
| TRF | | | | |
| Total | 2,100,000 | | | 2,100,000 |
| FTE | | | | 0.00 |

| | | | | |
|---|---|---|---|---|
| Est. Fringe | 0 | 0 | 0 | 0 |
| Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation. | | | | |

Other Funds:

2. CORE DESCRIPTION

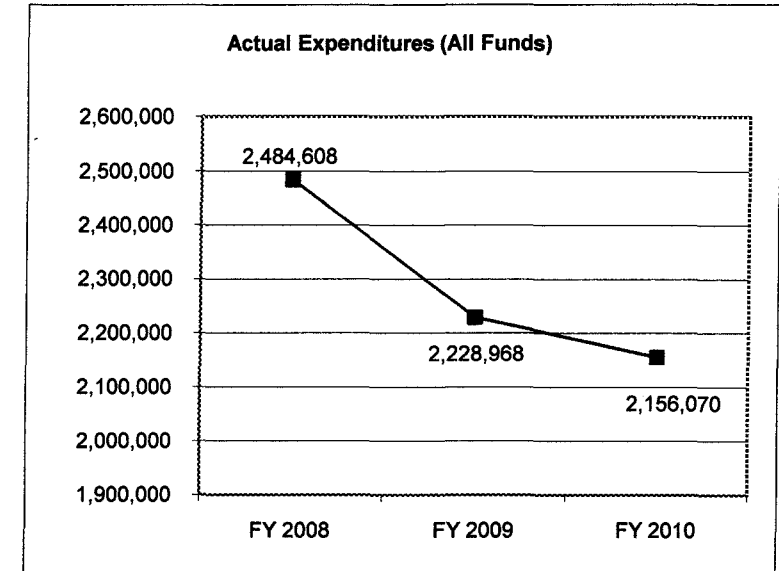
Core budget for state payments to counties for juveniles in county detention centers, pursuant to State Statutes 211.151, 211.156 RSMo.

3. PROGRAM LISTING (list programs included in this core funding)

Payments to counties for neglected and delinquent children.

4. FINANCIAL HISTORY

| | FY 2008 Actual | FY 2009 Actual | FY 2010 Actual | FY 2011 Current Yr. |
|---------------------------------|-------------------|-------------------|-------------------|------------------------|
| Appropriation (All Funds) | 3,302,000 | 3,302,000 | 2,484,608 | 2,100,000 |
| Less Reverted (All Funds) | | (793,060) | (319,608) | N/A |
| Budget Authority (All Funds) | 3,302,000 | 2,508,940 | 2,165,000 | N/A |
| Actual Expenditures (All Funds) | 2,484,608 | 2,228,968 | 2,156,070 | N/A |
| Unexpended (All Funds) | 817,392 | 279,972 | 8,930 | N/A |
| Unexpended, by Fund: | | | | |
| General Revenue | 817,392 | 279,972 | 8,930 | N/A |
| Federal | | | | N/A |
| Other | | | | N/A |



Reverted includes Governor's standard 3 percent reserve (when applicable) and any extraordinary expenditure restrictions.

NOTES:

CORE RECONCILIATION DETAIL

DEPARTMENT OF SOCIAL SERVICES NEGLECTED & DELINQUENT CHLDNR

5. CORE RECONCILIATION DETAIL

| | Budget Class | FTE | GR | Federal | Other | Total | Explanation |
|-----------------------------|-----------------|-------------|------------------|----------|----------|------------------|-------------|
| TAFP AFTER VETOES | | | | | | | |
| | PD | 0.00 | 2,100,000 | 0 | 0 | 2,100,000 | |
| | Total | 0.00 | 2,100,000 | 0 | 0 | 2,100,000 | |
| DEPARTMENT CORE REQUEST | | | | | | | |
| | PD | 0.00 | 2,100,000 | 0 | 0 | 2,100,000 | |
| | Total | 0.00 | 2,100,000 | 0 | 0 | 2,100,000 | |
| GOVERNOR'S RECOMMENDED CORE | | | | | | | |
| | PD | 0.00 | 2,100,000 | 0 | 0 | 2,100,000 | |
| | Total | 0.00 | 2,100,000 | 0 | 0 | 2,100,000 | |

FY12 Department of Social Services Report #10

DECISION ITEM DETAIL

| Budget Unit | FY 2010 | FY 2010 | FY 2011 | FY 2011 | FY 2012 | FY 2012 | FY 2012 | FY 2012 |
|-------------------------------|-------------|---------|-------------|---------|-------------|----------|-------------|---------|
| Decision Item | ACTUAL | ACTUAL | BUDGET | BUDGET | DEPT REQ | DEPT REQ | GOV REC | GOV REC |
| Budget Object Class | DOLLAR | FTE | DOLLAR | FTE | DOLLAR | FTE | DOLLAR | FTE |
| NEGLECTED & DELINQUENT CHLDRN | | | | | | | | |
| CORE | | | | | | | | |
| PROGRAM DISTRIBUTIONS | 2,156,070 | 0.00 | 2,100,000 | 0.00 | 2,100,000 | 0.00 | 2,100,000 | 0.00 |
| TOTAL - PD | 2,156,070 | 0.00 | 2,100,000 | 0.00 | 2,100,000 | 0.00 | 2,100,000 | 0.00 |
| GRAND TOTAL | \$2,156,070 | 0.00 | \$2,100,000 | 0.00 | \$2,100,000 | 0.00 | \$2,100,000 | 0.00 |
| GENERAL REVENUE | \$2,156,070 | 0.00 | \$2,100,000 | 0.00 | \$2,100,000 | 0.00 | \$2,100,000 | 0.00 |
| FEDERAL FUNDS | \$0 | 0.00 | \$0 | 0.00 | \$0 | 0.00 | \$0 | 0.00 |
| OTHER FUNDS | \$0 | 0.00 | \$0 | 0.00 | \$0 | 0.00 | \$0 | 0.00 |

PROGRAM DESCRIPTION

Department: Social Services

Program Name: Neglected and Delinquent Children

Program is found in the following core budget(s): Neglected and Delinquent Children

1. What does this program do?

PROGRAM SYNOPSIS: Provides for payments to county youth detention programs for juveniles detained in the juvenile justice system.

Payments are made in accordance with Section 211.156 RSMo. at a daily rate between \$14 and \$37 established by appropriation. The General Assembly appropriated funds for FY11 to provide a daily reimbursement rate of \$14 as authorized by law.

County detention facilities administered locally by the counties and circuit courts are part of the continuum of services designed to protect Missourians from youth that have entered the juvenile justice system. Administration of this reimbursement program became the responsibility of the Division of Budget and Finance, now the Division of Finance and Administrative Services, in FY93 following the transfer of funding from the Office of Administration.

Counties submit reimbursement requests to the Division of Finance and Administrative Services (DFAS) monthly. The DFAS requires the counties to certify in writing that the child for whom reimbursement is requested has been detained in accordance with state statute.

2. What is the authorization for this program, i.e., federal or state statute, etc.? (Include the federal program number, if applicable.)

State Statute: RSMo. 211.151, 211.156.

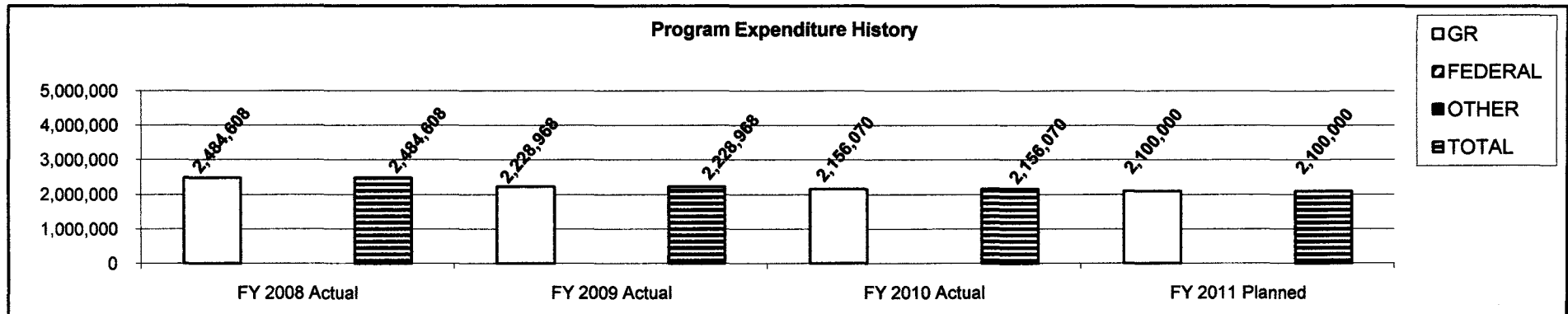
3. Are there federal matching requirements? If yes, please explain.

No.

4. Is this a federally mandated program? If yes, please explain.

No.

5. Provide actual expenditures for the prior three fiscal years and planned expenditures for the current fiscal year.



6. What are the sources of the "Other " funds?

N/A

7a. Provide an effectiveness measure.

Reimbursement affects programs and clients in the Children's Division and the Division of Youth Services. Effectiveness measures are incorporated in these divisions program description forms.

7b. Provide an efficiency measure.

Reimbursement affects programs and clients in the Children's Division and the Division of Youth Services. Efficiency measures are incorporated in these divisions program description forms.

7c. Provide the number of clients/individuals served, if applicable.

| SFY | Number of Detention Days Reimbursed | |
|------|-------------------------------------|-----------|
| | Actual | Projected |
| 2008 | 177,472 | 235,857 |
| 2009 | 159,212 | 235,857 |
| 2010 | 154,005 | 177,472 |
| 2011 | | 154,000 |
| 2012 | | 154,000 |
| 2013 | | 154,000 |

7d. Provide a customer satisfaction measure, if available.

FY12 Department of Social Services Report #9

DECISION ITEM SUMMARY

| Budget Unit | | | | | | | | |
|-----------------------------------|--------------------|---------------|--------------------|---------------|--------------------|---------------|--------------------|---------------|
| Decision Item | FY 2010 | FY 2010 | FY 2011 | FY 2011 | FY 2012 | FY 2012 | FY 2012 | FY 2012 |
| Budget Object Summary | ACTUAL | ACTUAL | BUDGET | BUDGET | DEPT REQ | DEPT REQ | GOV REC | GOV REC |
| Fund | DOLLAR | FTE | DOLLAR | FTE | DOLLAR | FTE | DOLLAR | FTE |
| DIVISION OF LEGAL SERVICES | | | | | | | | |
| CORE | | | | | | | | |
| PERSONAL SERVICES | | | | | | | | |
| GENERAL REVENUE | 1,451,114 | 37.01 | 1,569,445 | 40.62 | 1,569,445 | 40.62 | 1,482,381 | 38.12 |
| DEPT OF SOC SERV FEDERAL & OTH | 2,996,322 | 76.39 | 3,009,534 | 68.99 | 3,009,534 | 68.99 | 2,922,470 | 66.49 |
| THIRD PARTY LIABILITY COLLECT | 550,570 | 14.07 | 552,801 | 13.29 | 552,801 | 13.29 | 552,801 | 13.29 |
| CHILD SUPPORT ENFORCEMENT FUND | 165,327 | 4.23 | 166,003 | 3.07 | 166,003 | 3.07 | 166,003 | 3.07 |
| TOTAL - PS | 5,163,333 | 131.70 | 5,297,783 | 125.97 | 5,297,783 | 125.97 | 5,123,655 | 120.97 |
| EXPENSE & EQUIPMENT | | | | | | | | |
| GENERAL REVENUE | 29,460 | 0.00 | 43,688 | 0.00 | 40,003 | 0.00 | 38,652 | 0.00 |
| DEPT OF SOC SERV FEDERAL & OTH | 440,526 | 0.00 | 665,910 | 0.00 | 665,910 | 0.00 | 665,910 | 0.00 |
| THIRD PARTY LIABILITY COLLECT | 53,967 | 0.00 | 115,339 | 0.00 | 115,339 | 0.00 | 115,339 | 0.00 |
| TOTAL - EE | 523,953 | 0.00 | 824,937 | 0.00 | 821,252 | 0.00 | 819,901 | 0.00 |
| TOTAL | 5,687,286 | 131.70 | 6,122,720 | 125.97 | 6,119,035 | 125.97 | 5,943,556 | 120.97 |
| GRAND TOTAL | \$5,687,286 | 131.70 | \$6,122,720 | 125.97 | \$6,119,035 | 125.97 | \$5,943,556 | 120.97 |

CORE DECISION ITEM

Department: Social Services
Division: Legal Services
Core: Legal Services

Budget Unit: 88912C

1. CORE FINANCIAL SUMMARY

| FY 2012 Budget Request | | | | |
|------------------------|-----------|-----------|---------|-----------|
| | GR | Federal | Other | Total |
| PS | 1,569,445 | 3,009,534 | 718,804 | 5,297,783 |
| EE | 40,003 | 665,910 | 115,339 | 821,252 |
| PSD | | | | |
| TRF | | | | |
| Total | 1,609,448 | 3,675,444 | 834,143 | 6,119,035 |
| FTE | 40.62 | 68.99 | 16.36 | 125.97 |

| | | | | |
|--------------------|---------|-----------|---------|-----------|
| Est. Fringe | 873,396 | 1,674,806 | 400,014 | 2,948,216 |
|--------------------|---------|-----------|---------|-----------|

Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.

Other Funds:Third Party Liability Collections Fund (0120)
Child Support Enforcement Collections Fund (0169)

| FY 2012 Governor's Recommendation | | | | |
|-----------------------------------|-----------|-----------|---------|-----------|
| | GR | Federal | Other | Total |
| PS | 1,482,381 | 2,922,470 | 718,804 | 5,123,655 |
| EE | 38,652 | 665,910 | 115,339 | 819,901 |
| PSD | | | | |
| TRF | | | | |
| Total | 1,521,033 | 3,588,380 | 834,143 | 5,943,556 |
| FTE | 38.12 | 66.49 | 16.36 | 120.97 |

| | | | | |
|--------------------|---------|-----------|---------|-----------|
| Est. Fringe | 824,945 | 1,626,355 | 400,014 | 2,851,314 |
|--------------------|---------|-----------|---------|-----------|

Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.

Other Funds:Third Party Liability Collections Fund (0120)
Child Support Enforcement Collections Fund (0169)

2. CORE DESCRIPTION

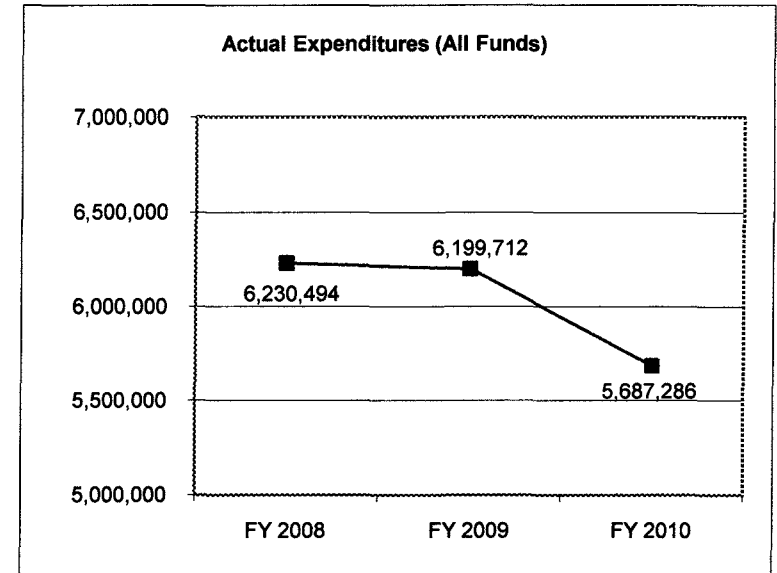
Core funding for the Division of Legal Services (DLS) to provide comprehensive legal support to all program and support divisions in the Department of Social Services.

3. PROGRAM LISTING (list programs included in this core funding)

Division of Legal Services

4. FINANCIAL HISTORY

| | FY 2008 Actual | FY 2009 Actual | FY 2010 Actual | FY 2011 Current Yr. |
|---------------------------------|-------------------|-------------------|-------------------|------------------------|
| Appropriation (All Funds) | 6,567,382 | 6,728,479 | 6,271,047 | 6,271,047 |
| Less Reverted (All Funds) | (61,202) | (69,301) | (267,243) | N/A |
| Budget Authority (All Funds) | 6,506,180 | 6,659,178 | 6,003,804 | N/A |
| Actual Expenditures (All Funds) | 6,230,494 | 6,199,712 | 5,687,286 | N/A |
| Unexpended (All Funds) | 275,686 | 459,466 | 316,518 | N/A |
| Unexpended, by Fund: | | | | |
| General Revenue | 7,231 | 59,386 | 13,643 | N/A |
| Federal | 248,498 | 324,681 | 238,596 | N/A |
| Other | 19,957 | 75,399 | 64,279 | N/A |



Reverted includes Governor's standard 3 percent reserve (when applicable) and any extraordinary expenditure restrictions.

NOTES:

FY2008

\$207,218 Federal Fund agency reserve for authority in excess of cash.

FY2009

\$267,218 Federal Fund agency reserve for authority in excess of cash.

\$58,948 Third Party Liability fund agency reserve.

FY2010

\$218,710 Federal Fund agency reserve for authority in excess of cash.

\$58,948 Third Party Liability fund agency reserve.

CORE RECONCILIATION DETAIL

DEPARTMENT OF SOCIAL SERVICES

DIVISION OF LEGAL SERVICES

5. CORE RECONCILIATION DETAIL

| | | | | Budget Class | FTE | GR | Federal | Other | Total | Explanation |
|---|------|------|--|-----------------|---------------|------------------|------------------|----------------|------------------|--|
| TAFP AFTER VETOES | | | | | | | | | | |
| | | | | PS | 125.97 | 1,569,445 | 3,009,534 | 718,804 | 5,297,783 | |
| | | | | EE | 0.00 | 43,688 | 665,910 | 115,339 | 824,937 | |
| | | | | Total | 125.97 | 1,613,133 | 3,675,444 | 834,143 | 6,122,720 | |
| DEPARTMENT CORE ADJUSTMENTS | | | | | | | | | | |
| Core Reduction | 1004 | 6354 | | EE | 0.00 | (3,685) | 0 | 0 | (3,685) | FY11 expenditure restriction for mileage and professional services |
| Core Reallocation | 123 | 2964 | | PS | (0.00) | 0 | 0 | 0 | 0 | |
| Core Reallocation | 123 | 6353 | | PS | 0.00 | 0 | 0 | 0 | 0 | |
| Core Reallocation | 123 | 2790 | | PS | 0.00 | 0 | 0 | 0 | (0) | |
| Core Reallocation | 123 | 1009 | | PS | 0.00 | 0 | 0 | 0 | 0 | |
| NET DEPARTMENT CHANGES | | | | | 0.00 | (3,685) | 0 | 0 | (3,685) | |
| DEPARTMENT CORE REQUEST | | | | | | | | | | |
| | | | | PS | 125.97 | 1,569,445 | 3,009,534 | 718,804 | 5,297,783 | |
| | | | | EE | 0.00 | 40,003 | 665,910 | 115,339 | 821,252 | |
| | | | | Total | 125.97 | 1,609,448 | 3,675,444 | 834,143 | 6,119,035 | |
| GOVERNOR'S ADDITIONAL CORE ADJUSTMENTS | | | | | | | | | | |
| Core Reduction | 1903 | 6354 | | EE | 0.00 | (1,351) | 0 | 0 | (1,351) | FY12 Core Reductions |
| Core Reallocation | 2090 | 6353 | | PS | (2.50) | (87,064) | 0 | 0 | (87,064) | Reallocate to the Missouri Medicaid Audit and Compliance Unit (MMAC) |
| Core Reallocation | 2090 | 2964 | | PS | (2.50) | 0 | (87,064) | 0 | (87,064) | Reallocate to the Missouri Medicaid Audit and Compliance Unit (MMAC) |
| NET GOVERNOR CHANGES | | | | | (5.00) | (88,415) | (87,064) | 0 | (175,479) | |

CORE RECONCILIATION DETAIL

DEPARTMENT OF SOCIAL SERVICES

DIVISION OF LEGAL SERVICES

5. CORE RECONCILIATION DETAIL

| | Budget Class | FTE | GR | Federal | Other | Total | Explanation |
|------------------------------------|-------------------------|---------------|------------------|------------------|----------------|------------------|--------------------|
| GOVERNOR'S RECOMMENDED CORE | | | | | | | |
| | PS | 120.97 | 1,482,381 | 2,922,470 | 718,804 | 5,123,655 | |
| | EE | 0.00 | 38,652 | 665,910 | 115,339 | 819,901 | |
| | Total | 120.97 | 1,521,033 | 3,588,380 | 834,143 | 5,943,556 | |

FLEXIBILITY REQUEST FORM

BUDGET UNIT NUMBER: 88912C

DEPARTMENT: Social Services

BUDGET UNIT NAME: Division of Legal Services

DIVISION: Legal Services

1. Provide the amount by fund of personal service flexibility and the amount by fund of expense and equipment flexibility you are requesting in dollar and percentage terms and explain why the flexibility is needed. If flexibility is being requested among divisions, provide the amount by fund of flexibility you are requesting in dollar and percentage terms and explain why the flexibility is needed.

DEPARTMENT REQUEST

| Section | PS or E&E | Core | % Flex Requested | Flex Requested Amount |
|----------------------|-----------|-------------|------------------|-----------------------|
| | PS | \$5,297,783 | 25% | \$1,324,445 |
| | E&E | \$821,252 | 25% | \$205,313 |
| <i>Total Request</i> | | \$6,119,035 | | \$1,529,758 |

2. Estimate how much flexibility will be used for the budget year. How much flexibility was used in the Prior Year Budget and the Current Year Budget? Please specify the amount.

| PRIOR YEAR ACTUAL AMOUNT OF FLEXIBILITY USED | CURRENT YEAR ESTIMATED AMOUNT OF FLEXIBILITY THAT WILL BE USED | BUDGET REQUEST ESTIMATED AMOUNT OF FLEXIBILITY THAT WILL BE USED |
|---|--|--|
| \$0 | H.B. 11 language allows for up to 25% flexibility for all funds between personal services and expense and equipment. | 25% flexibility is being requested in all funds. |

3. Please explain how flexibility was used in the prior and/or current years.

**PRIOR YEAR
EXPLAIN ACTUAL USE**

25% flexibility granted for all appropriations, funds were not utilized.

**CURRENT YEAR
EXPLAIN PLANNED USE**

Flexibility allows DSS to utilize and manage funds in the most efficient and effective manner. Uses will be determined on an "as needed" basis.

FY12 Department of Social Services Report #10

DECISION ITEM DETAIL

| Budget Unit | FY 2010 | FY 2010 | FY 2011 | FY 2011 | FY 2012 | FY 2012 | FY 2012 | FY 2012 |
|-----------------------------------|------------------|---------------|------------------|---------------|------------------|---------------|------------------|---------------|
| Decision Item | ACTUAL | ACTUAL | BUDGET | BUDGET | DEPT REQ | DEPT REQ | GOV REC | GOV REC |
| Budget Object Class | DOLLAR | FTE | DOLLAR | FTE | DOLLAR | FTE | DOLLAR | FTE |
| DIVISION OF LEGAL SERVICES | | | | | | | | |
| CORE | | | | | | | | |
| ADMIN OFFICE SUPPORT ASSISTANT | 135,194 | 4.58 | 119,712 | 4.50 | 129,800 | 4.00 | 129,800 | 4.00 |
| OFFICE SUPPORT ASST (KEYBRD) | 281,127 | 12.25 | 283,780 | 12.00 | 281,900 | 11.00 | 281,900 | 11.00 |
| SR OFC SUPPORT ASST (KEYBRD) | 324,857 | 12.94 | 313,618 | 12.00 | 324,600 | 12.00 | 324,600 | 12.00 |
| RESEARCH ANAL I | 33,420 | 1.00 | 33,419 | 1.00 | 33,420 | 1.00 | 33,420 | 1.00 |
| EXECUTIVE I | 23,051 | 0.74 | 31,176 | 1.00 | 31,176 | 1.00 | 31,176 | 1.00 |
| PROGRAM DEVELOPMENT SPEC | 42,504 | 1.00 | 42,505 | 1.00 | 42,505 | 1.00 | 42,505 | 1.00 |
| CLAIMS & RESTITUTION TECH I | 98,208 | 3.01 | 98,208 | 3.01 | 98,208 | 3.00 | 98,208 | 3.00 |
| CLAIMS & RESTITUTION TECH II | 34,032 | 1.00 | 34,031 | 0.99 | 34,032 | 1.00 | 34,032 | 1.00 |
| INVESTIGATOR I | 97,480 | 2.97 | 98,830 | 3.00 | 96,080 | 3.00 | 96,080 | 3.00 |
| INVESTIGATOR II | 799,276 | 20.97 | 835,581 | 21.00 | 824,489 | 18.00 | 650,361 | 13.00 |
| INVESTIGATOR III | 646,716 | 15.59 | 722,724 | 15.00 | 719,325 | 15.00 | 719,325 | 15.00 |
| INVESTIGATION MGR B1 | 134,610 | 3.00 | 132,934 | 3.00 | 133,690 | 2.97 | 133,690 | 2.97 |
| DIVISION DIRECTOR | 91,800 | 1.00 | 91,800 | 1.00 | 91,800 | 1.00 | 91,800 | 1.00 |
| DEPUTY DIVISION DIRECTOR | 78,623 | 1.12 | 71,941 | 1.00 | 71,940 | 1.00 | 71,940 | 1.00 |
| LEGAL COUNSEL | 1,198,307 | 24.68 | 1,304,251 | 23.01 | 1,227,900 | 24.51 | 1,227,900 | 24.51 |
| HEARINGS OFFICER | 805,266 | 18.00 | 763,678 | 16.51 | 815,356 | 18.00 | 815,356 | 18.00 |
| CLERK | 10,200 | 0.50 | 19,593 | 0.50 | 11,960 | 0.50 | 11,960 | 0.50 |
| TYPIST | 11,697 | 0.47 | 19,531 | 1.00 | 20,000 | 0.49 | 20,000 | 0.49 |
| MISCELLANEOUS PROFESSIONAL | 77,965 | 1.23 | 71,467 | 0.48 | 76,115 | 1.50 | 76,115 | 1.50 |
| SPECIAL ASST PROFESSIONAL | 71,112 | 1.00 | 71,111 | 0.99 | 71,940 | 1.00 | 71,940 | 1.00 |
| SPECIAL ASST OFFICE & CLERICAL | 124,122 | 3.75 | 107,881 | 2.99 | 130,464 | 4.00 | 130,464 | 4.00 |
| INVESTIGATOR | 43,766 | 0.90 | 30,012 | 0.99 | 31,083 | 1.00 | 31,083 | 1.00 |
| TOTAL - PS | 5,163,333 | 131.70 | 5,297,783 | 125.97 | 5,297,783 | 125.97 | 5,123,655 | 120.97 |
| TRAVEL, IN-STATE | 43,494 | 0.00 | 83,124 | 0.00 | 67,440 | 0.00 | 66,089 | 0.00 |
| TRAVEL, OUT-OF-STATE | 609 | 0.00 | 3,713 | 0.00 | 3,713 | 0.00 | 3,713 | 0.00 |
| SUPPLIES | 195,875 | 0.00 | 201,573 | 0.00 | 204,571 | 0.00 | 204,571 | 0.00 |
| PROFESSIONAL DEVELOPMENT | 25,340 | 0.00 | 37,754 | 0.00 | 35,754 | 0.00 | 35,754 | 0.00 |
| COMMUNICATION SERV & SUPP | 103,068 | 0.00 | 108,699 | 0.00 | 125,699 | 0.00 | 125,699 | 0.00 |
| PROFESSIONAL SERVICES | 102,071 | 0.00 | 271,873 | 0.00 | 272,871 | 0.00 | 272,871 | 0.00 |
| HOUSEKEEPING & JANITORIAL SERV | 739 | 0.00 | 100 | 0.00 | 100 | 0.00 | 100 | 0.00 |
| M&R SERVICES | 27,966 | 0.00 | 50,774 | 0.00 | 47,774 | 0.00 | 47,774 | 0.00 |
| MOTORIZED EQUIPMENT | 11,500 | 0.00 | 32,594 | 0.00 | 29,594 | 0.00 | 29,594 | 0.00 |

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FY12 Department of Social Services Report #10

DECISION ITEM DETAIL

| Budget Unit | FY 2010 | FY 2010 | FY 2011 | FY 2011 | FY 2012 | FY 2012 | FY 2012 | FY 2012 |
|-----------------------------------|--------------------|---------------|--------------------|---------------|--------------------|---------------|--------------------|---------------|
| Decision Item | ACTUAL | ACTUAL | BUDGET | BUDGET | DEPT REQ | DEPT REQ | GOV REC | GOV REC |
| Budget Object Class | DOLLAR | FTE | DOLLAR | FTE | DOLLAR | FTE | DOLLAR | FTE |
| DIVISION OF LEGAL SERVICES | | | | | | | | |
| CORE | | | | | | | | |
| OFFICE EQUIPMENT | 3,175 | 0.00 | 15,070 | 0.00 | 13,720 | 0.00 | 13,720 | 0.00 |
| OTHER EQUIPMENT | 2,691 | 0.00 | 10,000 | 0.00 | 10,000 | 0.00 | 10,000 | 0.00 |
| PROPERTY & IMPROVEMENTS | 35 | 0.00 | 500 | 0.00 | 500 | 0.00 | 500 | 0.00 |
| BUILDING LEASE PAYMENTS | 370 | 0.00 | 0 | 0.00 | 380 | 0.00 | 380 | 0.00 |
| EQUIPMENT RENTALS & LEASES | 2,144 | 0.00 | 3,163 | 0.00 | 3,163 | 0.00 | 3,163 | 0.00 |
| MISCELLANEOUS EXPENSES | 4,876 | 0.00 | 6,000 | 0.00 | 5,973 | 0.00 | 5,973 | 0.00 |
| TOTAL - EE | 523,953 | 0.00 | 824,937 | 0.00 | 821,252 | 0.00 | 819,901 | 0.00 |
| GRAND TOTAL | \$5,687,286 | 131.70 | \$6,122,720 | 125.97 | \$6,119,035 | 125.97 | \$5,943,556 | 120.97 |
| GENERAL REVENUE | \$1,480,574 | 37.01 | \$1,613,133 | 40.62 | \$1,609,448 | 40.62 | \$1,521,033 | 38.12 |
| FEDERAL FUNDS | \$3,436,848 | 76.39 | \$3,675,444 | 68.99 | \$3,675,444 | 68.99 | \$3,588,380 | 66.49 |
| OTHER FUNDS | \$769,864 | 18.30 | \$834,143 | 16.36 | \$834,143 | 16.36 | \$834,143 | 16.36 |

PROGRAM DESCRIPTION

Department: Social Services

Program Name: Division of Legal Services

Program is found in the following core budget(s): Division of Legal Services

1. What does this program do?

The Division of Legal Services (DLS) provides comprehensive legal support to all programs and support divisions in the Department of Social Services (DSS) to assist these agencies in accomplishing the Department's goals and objectives.

DLS is functionally organized into four major sections:

Litigation

The Litigation Section provides legal counsel and representation to the Department of Social Services and its separate divisions. The Chief Counsel for Litigation administers the section and assists the division director in providing legal assistance and advice to the DSS Director to ensure that the programs and policies of the department are implemented in the manner provided by law. Litigation attorneys are based in offices in Jefferson City, St. Louis, Independence and Springfield.

The primary focus of the litigation attorneys is to provide legal representation to the Children's Division (CD) in Juvenile Court to support the children in achieving safe, stable, permanent homes. Additional duties include:

- providing legal advice and representation to the child abuse and neglect hotline system, and by defending the decisions made by the department in Circuit Court;
- providing competent and zealous litigation support to CD in child abuse and neglect investigations enhancing the effectiveness of that program by ensuring that perpetrators of abuse and neglect are properly identified in the Central Registry;
- providing legal advice, training and courtroom representation for CD in the Juvenile and Circuit Courts of the State;
- providing legal advice and representation to CD on matters relating to licensure of foster homes including actions pertaining to sanctioning of these entities;
- providing legal research to the Department's General Counsel and the program divisions;
- reviewing proposed legislation and preparing fiscal notes;
- assisting in the review and drafting of contracts between divisions and nongovernment service providers;
- reviewing and drafting memorandums of understanding between the department/divisions and other governmental entities;
- providing legal advice and courtroom representation to the Division of Youth Services to assure that its mission of addressing the needs of delinquent youth is attained;
- providing legal advice and counsel to the MOHealthnet Division in administering the MOHealthnet program;
- providing legal advice, representation and counsel to the Family Support Division in administering the income maintenance and child support programs;
- serving as a liaison between the Department and its divisions and the Missouri Attorney General's Office on cases involving litigation involving the Department; and
- providing legal advice and counsel to the other support divisions within the department.

Administrative Hearings

The Administrative Hearings Section is comprised of hearing officers based in Jefferson City, St. Louis and Independence who conduct hearings related to child support enforcement and public benefits. The licensed attorneys who conduct child support hearings are qualified and trained to provide full and fair hearings in all facets of the child support process, including enforcement, establishment, and modification of administrative child support orders.

Hearing officers within the Administrative Hearings Section also provide full and fair administrative hearings for public benefit and service recipients who are challenging a decision of the Family Support Division or the MOHealthNet Division. These due process hearings provide a forum for determining whether the denial or termination of public benefits or services was justified. Providing full and fair administrative hearings and rendering decisions expeditiously, these hearing officers are able to provide due process to all participants and promote the integrity of state programs, including food stamps, cash assistance, and medical assistance programs.

Hearing officers also hear provider appeals of Children's Divisions' decisions to deny or revoke the registration of child care providers from the state's childcare subsidy program and conduct hearings on adoption and foster home licensure.

Investigations

The Investigation Section is divided into four units: Welfare Investigations, MO HealthNet Investigations, Claims and Restitution, and General Assignment Unit.

The Welfare Investigation Unit (WIU) investigates fraud and abuse committed by public assistance recipients. WIU is divided into five regions -- Kansas City, St. Louis, Jefferson City, Springfield and Sikeston.

MO HealthNet Program fraud and abuse committed by recipients is investigated by the MO HealthNet Investigation Unit (MHIU). The MHIU is responsible for the investigation, identification and collection of evidence for use in criminal and civil prosecutions relating to Recipient MO HealthNet Program fraud and abuse. MHIU is also responsible for MO HealthNet provider compliance investigations including overpayments, denial of enrollments, and program sanctions. The MHIU is involved with two multi-agency (federal and state) task forces in an effort to prosecute cases of fraud and abuse of medical entitlement programs.

The Claims and Restitution (C&R) unit operates and manages the Claims Accounting Restitution System (CARS). The CARS system tracks the establishment and collection efforts in all claims in the public assistance programs administered by DSS. The C&R unit also administers the Treasury Offset Program (TOP). The TOP provides for the intercept of individuals' federal income tax returns to satisfy outstanding food stamp overpayments.

The General Assignment Unit (GAU) is divided into two sub-units: Special Assignment Unit (SAU) and Location and Tracking Unit (LTU). The SAU is responsible for conducting criminal, personnel, and internal investigations to strengthen departmental integrity and for furnishing technical support and investigative assistance to the various DSS divisions in their administration and control of departmental programs. The LTU locates persons owing monies to the Department of Social Services, as well as other state agencies, identifies their resources, initiates collection actions, monitors payments and takes appropriate action on delinquent accounts, conducts background investigations and associated research in support of DSS investigations and conducts background checks on prospective DSS employees.

State Technical Assistance Team

The State Technical Assistance Team (STAT) assists in the investigation of child abuse, child neglect, child sexual abuse, child exploitation/pornography or child fatality cases, as described in Sections 660.520 to 660.527, RSMo, upon the request of local, state or federal law enforcement, prosecuting officials, Department of Social Services staff, representatives of the family courts, medical examiner, coroner or juvenile officer. As licensed peace officers by the Director of the Department of Public Safety pursuant to Chapter 590, RSMo, STAT investigators are deemed peace officers and have powers of arrest, limited to offenses involving child abuse, child neglect, child sexual abuse, child exploitation/pornography or child fatality. STAT assists county multidisciplinary teams in the development and implementation of protocols for the investigation and prosecution of child abuse, child neglect, child sexual abuse, child exploitation/pornography or child fatality.

STAT also manages Missouri's Child Fatality Review Program (RSMo 210.192, et. al.) with multidisciplinary panels in 114 counties and the City of St. Louis. Based on information received, risks to children are identified and prevention strategies are developed.

DLS also coordinates the department's compliance with the federal Health Insurance Portability and Accountability Act (HIPPA). HIPPA requires that the department has a privacy officer to oversee the department's implementation of HIPPA standards within the department, training of department employees on HIPPA standards and the continuous compliance with the rules.

2. What is the authorization for this program, i.e., federal or state statute, etc.? (Include the federal program number, if applicable.)

Chapters 58, 194, 205, 207, 208, 210, 211, 219, 452, 453, 454, 455, 456, 473, 621, 660 RSMo.; Medicaid 42 USC Chapter 7 subchapter XIX, Section 1396; 20 CFR404 1001-1096; 1501-1675 subchapter 8(1,2); 42 CFR440-441,483; 45 CFR205 and 206; TANF 45 CFR 233, 261, 262; 7 CFR 273.15; 7 CFR 273.16(e); 45 CFR 303.101; 45 CFR 302.50; 45 CFR 302.70 (2); 45 CFR 303.8(B); 45 CFR 303.100; 45 CFR 303.105; 7 CFR Section 273.18; 42 CFR Section 456.3(a); CFR Section 456.1-456.23; 42 USC Section 5106a; 42 USC Sections 670-680.

3. Are there federal matching requirements? If yes, please explain.

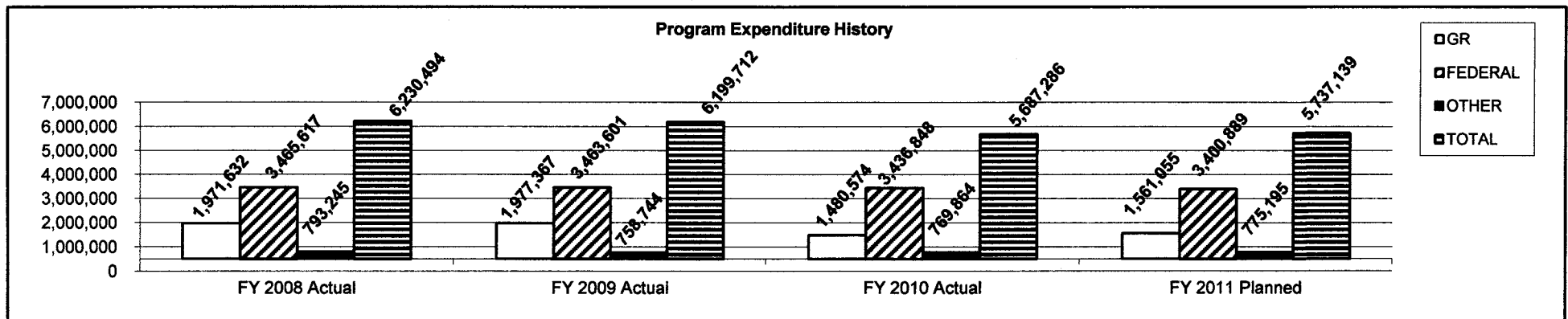
Federal matching requirements depend on the program DLS is supporting. For example, expenditures related to seeking permanency for children in the care and custody of the Children's Division could be eligible for the IV-E administrative match of 50% federal/50% state. Other expenditures are pooled with other administrative expenditures to earn a federal indirect rate.

4. Is this a federally mandated program? If yes, please explain.

Yes, in some areas. The Division of Legal Services (DLS) performs administrative hearings for the following federally mandated programs: MO HealthNet, TANF, Food Stamps and Child Support. DLS provides investigation services for food stamp fraud, claims and restitution and MO HealthNet fraud. The litigation section manages cases related to MO HealthNet utilization, child protection and permanency planning in the areas of foster care, adoption and reunification.

A complete list of federal mandates can be found with each program description in the Divisions that administer the above listed programs.

5. Provide actual expenditures for the prior three fiscal years and planned expenditures for the current fiscal year.



6. What are the sources of the "Other " funds?

Third Party Liability Fund and Child Support Enforcement Collections.

7a. Provide an effectiveness measure.

| Average number of Months between Permanency Planning Case Assignment to Attorney and Closure | | |
|--|--------|-----------|
| SFY | Actual | Projected |
| 2008 | 11.0 | 15.0 |
| 2009 | 11.0 | 15.0 |
| 2010 | 14.0 | 15.0 |
| 2011 | | 12.0 |
| 2012 | | 12.0 |
| 2013 | | 12.0 |

7b. Provide an efficiency measure.

| Annual Amount of Collections of Claims for Overpayment of Public Assistance | | |
|---|---------------|---------------|
| SFY | Actual | Projected |
| 2008 | \$1.3 million | \$1.5 million |
| 2009 | \$1.3 million | \$1.5 million |
| 2010 | \$1.2 million | \$1.5 million |
| 2011 | | \$1.5 million |
| 2012 | | \$1.5 million |
| 2013 | | \$1.5 million |

| Annual Number of Recipient Fraud and Abuse Cases Conducted by the MO HealthNet Investigations Unit (MHIU) | | |
|---|--------|-----------|
| SFY | Actual | Projected |
| 2008 | 1,676 | 1,600 |
| 2009 | 1,577 | 1,600 |
| 2010 | 1,155 | 1,600 |
| 2011 | | 1,600 |
| 2012 | | 1,600 |
| 2013 | | 1,600 |

| Average Number of Days between the date a Child Support Hearing Request is Received to the Date of the Hearing | | |
|--|--------|-----------|
| SFY | Actual | Projected |
| 2008 | 164 | 173 |
| 2009 | 186 | 155 |
| 2010 | 201 | 137 |
| 2011 | | 200 |
| 2012 | | 200 |
| 2013 | | 200 |

7c. Provide the number of clients/individuals served, if applicable.

| SFY | Number of Protective Service cases closed | | Hearing Section Decisions | | Investigations Concluded (Investigation Section) | | Criminal Investigation Concluded (STAT) | |
|------|---|-----------|---------------------------|-----------|--|-----------|---|-----------|
| | Actual | Projected | Actual | Projected | Actual | Projected | Actual | Projected |
| 2008 | 1,878 | 1,450 | 20,821 | 24,000 | 6,624 | 6,500 | 249 | 250 |
| 2009 | 1,491 | 1,450 | 22,877 | 24,000 | 6,339 | 6,500 | 198* | 250 |
| 2010 | 1,434 | 1,450 | 23,584 | 24,000 | 6,320 | 6,500 | 202 | 250 |
| 2011 | | 1,450 | | 26,000 | | 6,500 | | 225 |
| 2012 | | 1,450 | | 26,000 | | 6,500 | | 225 |
| 2013 | | 1,450 | | 26,000 | | 6,500 | | 225 |

*Reduced numbers reflect a growing trend of more complex general child abuse and child fatality cases crossing over into the field of high technology, requiring multiple investigator involvement and increased manpower hours per case.

7d. Provide a customer satisfaction measure, if available.

